

DCNTP Board Agenda with Minutes

December 16, 2013, 4:15-6:00 pm

Waunakee Community School District Office

Nichols Elementary School, Room 29

Present

Howe, Tom—DCNTP Smith, Shirley—DCNTP Lott, Heather – Madison Schaap, Ruthie—Marshall	Sramek, Barb—Marshall Marc Heuer—McFarland Evans, Nancy—Monona Grove
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These minutes and the links to all resources can be found on our website at www.dcntp.org under [For Members](#), [For Board](#). **Password: Induction1.**

Outcomes: We will

1. **imagine** possible budget adjustments for 2014-15.
2. **learn** about recent developments in DCNTP.
3. **select** two scholarship recipients to attend NTC's Symposium.
4. **identify** useful resources from NTIN materials.
5. **reflect** on our own development as a Board member.

4:15-4:30 Connecting: Reading our 2014-15 Budget

Purpose: To consider new funding structures to appeal to broader participation while keeping in mind how to maintain a strong consortium

Mission: Because research and practice indicate that good teaching is central to student learning, the DCNTP will provide educators the systemic, on-going training and support necessary to build induction and mentoring programs. This process ensures a profession strengthened by educators who continually refine their practice through collaboration and reflection.

- Brainstorm as a small group 1) What pieces do you believe must be maintained? 2) What might we consider removing/ending? Strike through. 3) Considering our mission, what's missing? Jot ideas down.
- Whole group chart: **Keep. Toss. Add.**

Discussion: Budget process has been the same, but what about better support for small schools? What services to provide? We've learned from NTC, and also invented our own, like District Council which is a learning body. How should we build our budget? Look at current budget (below).

Keep:

- Snacks and salaries
- All stakeholder events
- Program Leader coffees? Yes—they are inexpensive, have ranged from 8-18 in attendance.

Toss:

- What about 90 minute online session? It's not happening owing to human and fiscal limitations. We don't do much for 1:1 mentors and this is a huge problem for us, but it has to happen in the district. We need to support districts that have 1:1 mentors.

Add:

- Could we offer mentoring services for small districts—the benefits of a full mentor. “Itinerant mentors” go to several districts; or “on-demand mentors.”

Ruthie: Does it result in quality mentors?

Tom: NTC hires mentors out. It would be like a consortium within a consortium for smaller districts. But who supervises that? How do you price it?

- Mentors Role in Educator Effectiveness is a great opportunity. That’s what was done with the \$400 from last year.

Marc would like to see his people take advantage of it.

- Future topic: 1:1 mentors. We want districts to join, but if we don’t offer something, why should they.

Tom: It is a small district problem. Also, as districts mature, they have their own programs.

New budget item? Call it flexible project?

- Staffing issues: number of BTs fluctuates. How to provide support in smaller districts?
- Budget for collecting data. New tool in development.

- Extension of this year’s services: C&O, March 19-20; ½ Day Role of the Principal; Offer Mentor’s Role in Educator Effectiveness again?

4:30-4:40 Updates:

Purpose: To learn about DCNTP’s current standing.

- Project Administrator: Welcome Shirley Smith!
- Nov. 11, Stoughton Consult: Facilitating Learning Meetings for Adult Audiences

This went well. Nancy: do more!

- Nov. 15, Program Leaders Coffee. Evansville, MMSD, MG, McFarland, Sun Prairie, Verona, Waunakee present.
- Nov., 19-21, NTIN
- 13 participants from 6 districts attended ASW at WSMA on December 10-11, 2013 (Evansville, WELS, Edgerton, Belleville, Mt. Horeb, and Verona). Marc Heuer and Heather Lott co-presented.

Have numbers consistently gone down for third training of the year? Yes: IM is consistently high in summer, C&O drops off, and ASW drops off even more.

Tom: In the past we wrote a grant to fund a group of co-learners to come from each district, who had to commit to entire series.

Heather: Maybe a professional learning series—buy all three as a discounted package.

Tom: Yes, the learning is recursive.

Note: NTC is changing their training for next year, about 40% new.

- 8 attended the fourth Release Mentor Forum on Dec. 13; MG, MMSD, Stoughton, and SPASD. Program Leaders or lead mentors are welcome to attend
Tom: This remains strong.
- Upcoming:
 - Meet Michael Lancaster, Superintendent of Archdiocese of Madison on Dec. 17 about joining in 2014-15.
 - Program Leaders Coffee, late Jan, TBD,

4:30-4:40 Updates, continued

- NTIN Team composed of Andrew Briddell, MG's Director of Instruction, Steve Hernandez, SPASD New Teacher Mentor, and Tom Howe will take input and develop data collection for DCNTP. First meeting Dec. 19.
- BT Seminar, Jan. 9, PDP-Part 1
- Next Board meeting, January 14, 2014.

4:40-5:10 Learning I: Selecting two Symposium scholarships

Purpose: To consider the role of the Board in shaping the direction and focus of the DCNTP.

- Read applications individually and rank order the four, based on the applicant's: 1) likely active and continuing participation in DCNTP; 2) willingness to carry learning to DCNTP; 3) willingness to grow personally and shape induction in their local program.
- Preference will be given to applicants from districts that have not been supported for such opportunities in the past.
- Open discussion to select **two**. (Tom's attendance will be supported by NTC.)

Four applications: Linda Foley of Stoughton, Miranda Moe of Waunakee, Aloy Pien of Sun Prairie, and John Schuster of Edgerton.

Each application was read by all members of the board, who rank ordered each application. Applicants were scored according to number of placements within rank one, two, three, and four.

Linda Foley and John Schuster emerged as the top choices and were awarded the scholarships.

All applications were considered strong. Tom will suggest Miranda Moe and Aloy Pien share their applications with their administration, and he will write a letter advocating for professional development support for attending the symposium.

5:10-5:40 Learning II: NTIN Discussion: Sharing of artifacts and research

Purpose: To explore and apply other programs' artifacts of practice from NTIN.

- In a triad, explore ANY three documents from NTIN:
 - What of value do you glean for 1) a consortium-wide sharing? 2) District applications? **Chart.**
 - Review DCNTP goals and research foci from NTIN. Additions?

5:40-5:45 Managing:

Purpose: to quickly disseminate necessary information and solicit feedback as needed..

- Next meeting: January 14, 2014, McFarland DO. Absence list/process.
- BT Seminar 3: Candlewood Suites, January 9, 2014 *PDP—Part 1*
- Release Mentor Forum, Jan. 10, 2014.
- In-district consultations: schedule yours now!
- Peer Review and Mentoring Grant updates?
- Other:
 1. DPI Educator Effectiveness Coach Training is available in “Live Binders in two, half-day trainings using open source materials.
 2. DCNTP is authored into two Peer Review and Mentoring Grants: 1) Waunakee and Monona Grove and 2) Stoughton, DeForest and McFarland. In the first, DCNTP will provide already existing mentor trainings. The second will address cognitive coaching for effectiveness coaches.

5:45-6:00 Closing: Group Development

Purpose: To consider our individual growth, and how that affects our Board.

- Complete *Personal Reflections Group Development*. Share ideas regarding how our group is developing and ways our group could improve.

Personal Reflections tabled for next meeting.

when we focus on teachers our students succeed