

REGIONAL SCHOOL DISTRICT No. 17
ADMINISTRATORS MEETING MINUTES

“TRANSFORMING TEACHING AND LEARNING”

Wednesday, January 6, 2010 3:12 p.m. – 4:50 p.m., Central Office

Minutes taken by: Pamela Hensel

In Attendance: Gary Mala, Pamela Hensel, Kelly Pedersen, Scott Butson, Sharon Shettleworth, Mike Distefano, Charlie Macunas, Sheila Ward, Eric Larson, Janice Harris, Pat Muzzulin, Priscilla Luoma, Linda Kauffman, Tracy Whaples, Martha Vaughn, Neil English, Mim Wagner, Rita Peretto

ITEM

10-64 Professional Development Session – Gary distributed for review an article from the Harvard Business Review “A Culture of Candor”.

Conflict Resolution / Difficult Conversations: Session #4

Supervision of Instruction: Session #1 – Formal and Informal Classroom Observations were reviewed based on reports received from each Administrative team. Gary urged administrators to make what’s happening in the classroom urgent, give teachers “feed back” by observation. We provide the training but administrators must make their work urgent – visit the teachers in classrooms.

Charlie Macunas noted that he gets The Marshall Memo by Dr. Kim Marshall who devotes the time to look at a multitude of articles and then summarizes them and gives a synopsis. At a webinar on Financial Algebra, 3 teachers logged on from home, they were excited about the course and the new Algebra book to be published at the end of the month.

Janice Harris spoke about “Chalk Talk”, for building consistency, a method whereby chalk is given to all participants and they write what they’re thinking. The group then has honest conversation with each other about the ideas on the chalk board. Giving and getting honest feedback, and discussing what’s important.

District wide grade level group conversations were suggested.

It was mentioned that if administrators *feel* the urgency they can better convey that urgency.

Patty Muzzulin remarked on how she invited teachers to attend PD workshops, she followed up and used encouragement which worked well.

Gary suggested “Walk Throughs” be done in pairs as it becomes professional development for administrators. New faces in the classroom reinforce a sense of urgency.

Neil remarked that in our culture people don’t get rewarded for doing extra. Most do extra because they care or want to, some will only do the minimum. We need to show we care, express genuine concern and make a connection with staff.

Tracy Whaples stated that shaping behaviors can be done with kids why not with teachers too? It’s all about relationships!

Priscilla had a personal conversation with a teacher and shared her thoughts on why she believes it’s a lot about the teacher and the teacher’s acceptance. You can have an excellent teacher who can’t get through to his/her class because he/she hasn’t taken the time to share anything personal with them. In one case, once that was done, students no longer complained about the teacher. Don’t underestimate the power of a personal conversation.

Gary noted that unions make education interesting. In the early days unions were formed because people were being exploited but the purpose has changed significantly. Today we can only demand meeting the minimum standard.

Charlie added that hitting minimum standard is not apt to change with some teachers who have little time left before retirement.

Gary reiterated that if it has an impact on kids then we must make it urgent! Gary referred back to the book Crucial Conversations and suggested all read pages 56 – 73. Gary asked administrators to think about what mechanisms do we need to have available for teachers?

10-65 From the Superintendent of Schools
a. Budget 2010 – 2011 - Update
b. 2010 – 2011 Requests for Reductions

10-66 From the Director of Fiscal Operations

10-62 Question & Answer Session

10-63 Next Meeting Dates: January 20 @ 3:00 p.m. – Professional Development Session
Conflict Resolution / Difficult Conversations: Session #5
Supervision of Instruction: Session #2