

PERA Committee
Meeting Minutes
Monday, April 7, 2014
3:30pm-4:30pm

Present: Adam Larsen, Kip Crandall, Ranae Leamanczyk, Ann Tilton, Andrew Nelson, Jim Spratt, Jeff Donmeyer, Teri Schuster, Jennifer Youngren (Observer), Pam Steele(Observer), Tom Mahoney

1. Guiding Philosophy:

- Committee began with three samples which included the goal of student growth as well as teacher evaluation
- Committee looked at district philosophy for guidance
- All agreed that we do not want this to sound like a “gotcha” statement.
- All agreed that the philosophy should include growth for both students and instructors and must be an equitable tool for evaluation for all teachers in all disciplines.
- After much discussion and suggestions the committee developed the following philosophy:

The goals of the PERA Committee are as follows:

- *Improve instruction through reliable data in a fair and equitable way*
- *Foster student growth*

2. Roles and Responsibilities:

- Ranae will serve as secretary and keep all meeting minutes
- Other roles may develop as we continue our process

3. Homework

- Each committee member should bring a list of possible evaluations to be used, labeled Type I, II, or III, as well as their pros and cons.

4. Action Plan:

- Discussion of Local Decision document from Ann W. and first priorities.
- Some felt deciding on percentage of growth on evaluations
- Others felt that we need to decide how many and what types of assessments we will use.
- We need to determine how growth will be defined
- We will need to decide who/what departments will be piloting next year. Should it be someone who is NOT being evaluated or who IS being evaluated? Some may even volunteer so they can see what it all about.
- We would use old evaluation tool for actual evaluation, then factor in student growth and show them where they would be if we were assessing student growth.

- In order to pilot, we will need to have professional development on writing assessments A.S.A.P. RCD training must take place for all in the summer and October training must be committed to assessment writing.

5. Communication Plan:

- Adam will put together a public website on Edline. It was suggested it include the following:
 - ✓ Philosophy
 - ✓ Meeting Minutes
 - ✓ Meeting Agendas
 - ✓ Meeting Schedule (when we have a regular one)
 - ✓ Committee Members
 - ✓ Mailbox for Questions linked to Adam- he will either answer or save for next meeting discussion if necessary.
- Ann will prepare email to send out to all teachers informing them that due to our process, that the initial RCD training must take place this summer and the next phase of RCD training, which is assessments, will take place in October. If anyone absolutely cannot come to training in the summer, one of our own support trainers will train them, but it will not be as thorough.
- There was discussion of sharing out a few key points from our committee at each school's staff meeting. Key points were not specified for next round of staff meetings.

Next Meeting: Monday, April 14th at 3:30pm.