



Governing Board Retreat Minutes
Saturday, September 5, 2009

Board Members Present included: Kristin Metler-Armijo, Lisa Koenig-Bush, Andrew Szczepaniak, Patty Horn, Mori Kemper
Absent: Beth Blong, Terri Polan

- I. Warm-Up Lap – Introductions
 - a. Refocus, renew & refine
 - b. Teamwork
 - c. Thought Leaders within and without organization
 - d. Provide increased connections/networking with membership; un-conferencing your affiliate; provide more brown bag events

- II. Learning Community Norms
 - a. Participate actively & ask questions
 - b. Keep thinking how much we can learn from each other
 - c. Listen fully with the intent to understand
 - d. Search for insights & connections
 - e. Show mutual respect for one another
 - f. Take time for personal reflection

- III. On Your Mark, Get Set, Go - NSDC Mission and Strategic Plan relationship to SDCAz
 - a. **Examining the Evidence** – How can we use this opportunity to create the systems & structures to implement the definition and to achieve the Purpose?
 - i. Research: *Professional Learning in the Learning Profession: A Status Report on Teacher Development in the United States and Abroad* by Linda Darling-Hammond, Ruth Chung Wei, Alethea Andree, Nikole Richardson, and Stelios Orphanos, February 2009, National Staff Development Council and the School Redesign Network at Stanford University as part of their multi-year study.
 - ii. **Board Response**
 - a) Provide an information session at annual conference
 - Help schools see how they can begin to gather evidence- evaluation framework
 - Help/advice tools that are available
 - What data can you collect – awareness for the need of data collection following professional development activities
 - b) During lunch at annual conference, share copy of the definition of professional development and review DVD ask each to discuss at their table what implication this has on

their work and/or how are you implementing this definition at your school?

- c) Select as a priority for the year – regional sessions throughout the state
 - 1) NSDC resources
- d) Book study sessions, i.e., *Assessing the Impact; Becoming a Learning School*

b. **Developing School Leaders** – How do affiliate leaders build leadership capacity in their members and others?

i. Board Response

- a) Information sessions at conference
- b) Information on how to become involved in SDCAz
- c) Awareness and documentation for nominating open board member positions
- d) Networking sessions throughout the year at a variety of locations around the state
- e) Build leadership capacity within SDCAz (i.e., *Sister Act* activity)
 - 1) Encouraging
 - 2) Looking beyond the walls
 - 3) Beginning small
 - 4) Passionate
 - 5) Building on strengths
 - 6) Respectful
 - 7) Developed leaders/strengths in others
 - 8) Motivational
 - 9) Recognized talents

Resources: *StengthsFinder, StengthsQuest*

c. **Narrowing the Achievement Gap** – How do affiliate leaders support schools in implementing the professional development definition so that all students achieve?

i. Board Response

- a) Connecting with Learning School – Casa Grande
 - 1) Resource: *Becoming a Learning School* by Pat Roy & Joellen Killion, NSDC
- b) Communication between NSDC and SDCAz - Who are members of NSDC in AZ?
- c) Invite Learning School principal from Casa Grande to present at the February SDCAz Conference

d. **Affecting the Policy Context** – How do affiliate leaders help their members influence policymakers to support the NSDC purpose?

- i. Communication between affiliate and NSDC – more fluid
- ii. Receive list from NSDC who are members of NSDC in Az
- iii. Begin dialogue with member such as ADE on developing partnerships

e. **Engaging Thought Leaders** – How do you engage others in the conversation about effective professional learning?

- i. Open up dialogue with others in the state that are involved in PD
 - ii. Develop connections with key organizations in the state; i.e., Arizona K-12 Center, ASA, ARSA, ADE, ASCD, ASTA, AATM
- IV. Discussed NSDC Affiliate requirements for alignment.
- V. Developing SDCAz's Strategic Priorities and Actual Plan
 - a. Andrew will reformat SDCAz Strategic Priorities and Action Plan
 - b. The board reviewed the plan and made revisions.
- VI. SDCAz Forward Thinking – Annual Conference
 - a. Tasks
 - i. Facilities and Technology – Eric (ADE)?
 - ii. Black Canyon Contract – Lisa
 - iii. Presenters – Kristin
 - iv. Vendors & Vendor Registration – Beth
 - a) Holt, Houghton & Mifflin and McDougal Littell will donate bags – Andrew
 - b) Door Prizes from vendors - Beth
 - v. Brochure – Kristin
 - vi. Registration - Lisa
 - vii. Conference Materials – Patty
 - viii. Decorations – Mori & Andrew
 - ix. Host-Hostess – Mori
 - x. Awards and Presentations – Mori
 - b. Ideas: How to have your own PLC in your part of the state
 - Election process; nomination forms
 - Springboard activities introduction
- VII. SDCAz Review of Constitution – tabled until September 9, 2009
 - a. Membership list from conference
 - b. Develop phone list for SDCAz Governing Board Members – Kristin
 - c. Compose letter to Terri Polan – The constitution states that each board member must participate in at least 2 activities and Terri has not been able to participate

Attachment: Power Point

Action Items:

1. Information statement on membership brochure from NSDC that affiliate list will be shared. NSDC will not sell the membership list - Lisa
2. Include Joellen Killion on SDCAz listserv – Mori will send e-mail to Lisa who will forward to webmaster
3. Contact Webmaster to ask if he chooses to continue (Glenn Trotter 602-403-7042) – Lisa will contact. Update listserv and membership form
4. Inform NSDC of Board changes: Tamara's and Terri's - Kristin
5. Send 2008 information regarding Thought Leaders to Board with today's minutes - Patty
6. Change format of SDCAz in alignment with TSDC Strategic 3-year Strategic Plan for 2008-2011 – Andrew
7. Each board member will complete the template Andrew sends to revisit the SDCAz

- priorities: SDCAz Stratgic Priority #1 – Kristin and Lisa
SDCAz Strategic Priority #2 – Patty and Beth
SDCAz Strategic Priority #3 – Andrew and Mori
7. Set up a Wiki site for SDCAz and invite Board members - Lisa
 8. Send *Leading the Race for Learning Affiliate Action Ideas* from NSDC after Andrew and Board Members reformat our strategic plan - Mori
 9. Program Proposal corrections, send to conference participants, and posted to Website – Kristin

TA Calls (NSDC)

Tuesday, September 29 – 1:00 EDT - Mori

Tuesday, October 27 – 1:00 EDT -

Wednesday, November 18 – 1:00 EDT -

Board Member Phone Contacts:

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**Next Meeting Date: September 9, 2009 at Next
59th Ave and Utopia (South of Loop 101)**

- Agenda items:
1. SDCAs Review of Constitution
 2. Strategic Plans #1, #2, #3
 3. Board Meeting Dates for Year
 4. Personal Action Plan