



Board Retreat Meeting

Friday, August 24 and Saturday, August 25, 2007

Present: Kristin Metler-Armijo, Patty J. Horn, Tamara Honvlez, Andrew Szczepaniak, Lisa Koenig

I. Welcome and Introductions

- a. Each member shared an artifact that helps define who they are
- b. The outcomes and agenda of the meeting were reviewed
 - i. Create phone list of board members was added to the agenda
 - ii. Align constitution with legal description of incorporation
- c. The NSDC white paper, *The Vision: Effective Professional Learning for Every Educator*, written by Stephanie Hirsch was presented which further defines effective professional development
- d. A copy of Senate Bill 1979 was shared with the board
- e. If anyone is planning a discussion with their legislator, they need to contact Rene Islas at rene.islas@nsdc.org or at 202-312-7400 prior to that meeting for the purpose of discussing key points

II. Introduction of NSDC Strategic Plan

- a. Strategic Priorities and Action Plans were reviewed:
 - i. Affecting the Policy Context
 - ii. Documenting the Evidence
 - iii. Narrowing the achievement gap
 - iv. Developing School Leaders
 - v. Engaging Thought Leaders
- b. Standards Assessment Inventory (SAI) was sent out from the Arizona Department of Education to all district Superintendents
 - i. What are the results? Who could share with SDCAz?

III. Consensogram of our Affiliate

- a. A consensogram is a visual display of data generated by a group.
- b. Using a consensogram for each, the conversation was centered around the following questions:
 1. To what degree do you believe that affiliate leaders (officers, board members, etc.) should be accountable to their own members and to NSDC for advocating for and modeling behaviors that directly promote this purpose?
 2. How important do you believe it is for affiliate members to advocate for and model behaviors that directly promote this purpose?



3. To what degree are YOU willing to challenge and confront other educators, parents, community members, and policy makers to take actions that directly promote this purpose?
 4. To what degree are you willing for others to challenge and confront YOU to take actions that directly promote this purpose?
 5. Where on the scale do you rate your own skill in harnessing the energy and attention of others toward this purpose?
- On a 100 point scale, the majority of the ranges on the 5 questions was 70 to 100.

c. Using NSDC's Strategic Priorities for Action:

1. Affecting the Policy Context
2. Documenting the Evidence
3. Narrowing the Achievement Gap
4. Developing School Leaders
5. Engaging Thought Leaders (formerly Building Alliances/Partnerships)

a consensogram was used to post the responses to the following:

1. Which three do you see as greater strengths for your affiliate based on the skillfulness of affiliate leaders/members, their passion/commitment?
2. Which three priorities have received the greatest emphasis in terms of action by your affiliate?
3. Which three would make the greatest positive difference in attainment of the NSDC purpose throughout your state/province if they became an effective focus for action?

Based on the 5 priorities, the majority of the consensus was on Priority #4. The next Priority for the SDCAz is #5 and #2 concurrently.

What evidence is in Arizona? Contact	Who are Thought Leaders? Contact
SAI - Donna Campbell	P-20 Council – Jan Armator
TIP @ NAU – Patty Horn	PLDA – Donna Campbell
ASSET Survey – Kim Flack	Arizona K-12 Center – Kathy Weibke
AEA Teacher Workplace Survey – John Wright	AzTEA – Rick Baker
AZ K-12 Center – Penny Kotterman	AEA – John Wright
PLDA data – Miriam Podrazik	AR/SA – Bill Stuart/Robin Berry
AzTEA data – Rick Baker	AS BA – Ponfilo Contreas
	ABOR – Maryn Boess
	TEPC – Sherri St. Arnauld
	ASTA – Brownie Linder
	ASSET – Kim Flack
	ASA – Roger Short



IV. **Measuring Strengths and Areas for Growth**

- a. The board reviewed and assessed our state affiliate's current practices as aligned with NSDC's Staff Development Standards by using the Innovation Configuration for Professional Associations

V. **Building Our Strategic Plan**

- a. Our affiliate has defined **advocacy as promoting change towards excellence in effective professional learning**
- b. The Strategic Plan is attached to the end of the minutes

VI. **Treasury Report**

- a. FY 2007 Income \$22,374
 - i. Membership \$1,825
 - ii. Fall Conference \$1,020
 - iii. State Conference \$19,529 (\$6,909 was from NSDC)
- b. FY 2007 Expenses \$8,294
 - i. Food \$3,368
 - ii. Office Supplies \$2,310
 - iii. Contracted Services \$1,489
 - iv. Marketing \$800
 - v. Other \$326
- c. FY 2007 End of Year \$14,079
 - i. Outstanding invoices \$930

VII. **2007 - 2008 Budget Planning**

- a. FY 2008 Projected Income \$43,250
 - i. Membership Goal 100 members x \$25 = \$2,500
 - ii. State Conference
 1. \$250 per person for 2 days, \$225 per person for 2 days early bird, \$150 for 1 day, \$25 discount for lead presenter - estimated income \$33,750
 2. NSDC \$7,000
- b. FY 2008 Projected Expenses \$43,250
 - i. Food for 2 meetings @ \$20/person + NSDC Arizona Affiliate Social = \$2,500
 - ii. Office Supplies \$4,500
 1. Portable printer \$200 and fax phone line \$100/year through Kristin's home office, postage \$1,200 (2200 mailings of conference brochures), printing of conference brochures \$2,500, misc. \$500 etc



- iii. Contracted Services \$6,000
 - 1. Webmaster \$400, quarterly newsletter \$400, conference clerical \$600, speaker \$4,600 (Tom Guskey, Dennis Sparks - \$2,500 for Breakfast keynote and am/pm breakout + NSDC personnel and/or Lee Jenkins, Doug Reeves, Ilene Allison, Rebecca DeFour, Corwin Speakers Bureau, , Andy Hargraves)
- iv. Marketing \$1,000
- v. Other \$250
- vi. State Conference Facilities \$25,000 for 2 days for 160 people
- vii. Summer Leadership Conference, for President and Vice-President \$3,000
- viii. Board Retreat \$1,000

VIII. 2007 - 2008 Calendar

- a. Annual Conference
- b. State Conference
- c. Summer Conference

IX. Committee Updates

- a. Professional Development Committee - Kristin Metler-Armijo and Tamara Honvlez
- b. Membership/Communications Committee -
 - i. Separate database to receive information and membership
- c. Annual State Affiliate Conference Committee - Kristin Metler-Armijo and Tamara Honvlez
- d. Nominating Committee - Andrew Szczepaniak

X. Other Agenda Items

- a. Create phone list of board members was added to the agenda - Tamara will compile that list for the next board meeting

Next Agenda Meeting

- 1. **February 2009 Conference Site**
- 2. **Align website constitution and by-laws with legal description of incorporation**
- 3. **Statewide Conference presenter proposals/applications/brochure**



Outcomes for Meeting:

Participants will:

- Begin to build community and trust with other board members.
- Develop an understanding of NSDC's purpose and strategic priorities.
- Evaluate current strengths and areas for growth for our SDCAz affiliate relevant to NSDC's purpose and strategic priorities.
- Develop a strategic plan for SDCAz that includes one NSDC strategic priority.
- Determine who will be responsible for carrying out the actions required for implementing our SDCAz strategic plan.



SDCAz
Staff Development Council of Arizona

Strategic Plan 2007-2012

Mission: The Staff Development Council of Arizona is dedicated to student success by cultivating professional learning for all.

NSDC Strategic Priority #4 and SDCAz Strategic Priority #1: Developing School Leaders

SDCAz Goal: By 2012, an increasing number of members report that participation in selected SDCAz networks and/or programs has improved teaching and learning in their schools.

2007-2008 Action Steps:

1. SDCAz will lead conversations focused on improving performance of school leaders using data that impacts teaching and learning in their schools
2. Presenters, speakers, and keynotes focus on using data to improve professional development that impacts teaching and learning in Arizona schools

2007-2008 Point Person:

1. Kristin Metler-Armijo, Tamara Honvlez, Andrew Szczepaniak, Patty Horn

2007-2008 Current Status:

1. Dates for 3 professional learning opportunities (PLO) during 2007-2008
2. September 10, 2007: SAI Knowledge of NSDC Standards Leads to Professional Learning - Karen Olson, Arizona Department of Education
3. February 20-21, 2008: Data Driven Teaching Instruction, Leadership and Professional Learning
4. May 12, 2008: TBD



NSDC Priority #5 Engaging Thought Leaders and SDCAz Strategic Priority #2:

SDCAz Goal: By 2012, an increasing number of organizational individual thought leaders will be able to describe SDCAz influence on their views and practice of professional learning.

By 2007-2008 Action Steps:

1. Create personal contact list with potential organizational leaders
2. Invite potential organizational leaders to an informational forum
3. Develop common purpose and understanding of the NSDC Standards
4. Creating partnership that promote effective professional learning aligned with NSDC Standards

2007-2008 Point Person:

2007-2008 Current Status:

1. Develop list of potential organization and key individuals

NSDC Priority #2 Documenting the Evidence and SDCAz Strategic Priority #3: Collect Evidence

SDCAz Goal: By 2012, an increasing number of SDCAz members will report access to evidence which links effective professional learning to student learning

By 2007-2008 Action Steps:

1. Begin to request evidence from state organizations and affiliate members that contain elements of effective professional learning and/or that relationship to student learning
2. Begin to collect evidence that contains elements of effective professional learning
3. Begin to collect evidence that contains elements of effective professional learning in relationship to student learning

2007-2008 Point Person:

2007-2008 Current Status: