



CENTRAL RIVERS AREA EDUCATION AGENCY

CRAEA: Teacher Leadership Advisory Team Meetings Notes 20-21

Team Meetings Notes 19-20 [linked here](#)

Team Meeting notes for 21-22 [linked here](#)

TLC Advisory Team Meeting Dates

9-11:30 a.m.

Zoom link: <https://centralriversaea.zoom.us/j/93573195235>

8/5/20 1:00 - 3:30 Zoom meeting	8/28/20 9:00 - 11:30 Zoom meeting	9/2/2020 12:30 - 3:00 9/8/20 2:30 - 3:30 9/17/20 9:00 - 11:30 Zoom meetings	10/16/20 9:00 - 11:30 Zoom meeting	11/20/20 9:00 - 11:30 Zoom meeting	12/18/20 9:00 - 11:30 Zoom meeting
1/15/21 9:00 - 11:30 Zoom meeting	2/19/21 9:00 - 11:30 Zoom meeting	3/12/21 9:00 - 11:30 Zoom meeting 3/19/21 9:00 - 11:30 Zoom Meeting	4/16/21 9:00 - 11:30 Zoom meeting	5/21/21 9:00 - 11:30 Zoom meeting	
Networking Days 20-21 9-3 p.m.	9/29/20 Slide deck Zoom	Dec. 8, 2020 Slide deck Zoom link A1 & A2, B (CF) B - CL Flex - MTown	Feb. 9, 2021 Zoom Slide Deck	April 13, 2021 A1 & A2 (CF) B - CL Flex - MTown Slide deck	

Other Dates for 20-21 Location:

<https://centralriversaea.zoom.us/j/93573195235>

Connecting the Dots 2022				
Inspired Mentorship	Zoom May 26, June 2, 8, 9, 2020	Zoom: Aug 5, 12 & 13, 2020 Zoom: Sept. 8 & 11, 2020 a.m.	Inspired Mentoring Check in dates/times 7:30 a.m. 9/8/20, 10/13/20, 11/10/20, 12/8/20, 1/12/21, 2/9/21, 3/9/21, 4/13/21	Inspired Mentoring Check in dates/times 3:30 p.m. 9/10/20, 10/15/20, 11/12/20, 12/10/20, 1/14/21, 2/11/21, 3/11/21, 4/15/21
Student Centered Coaching	Zoom: 2 day boot camp 8/10 & 8/11, 2020	5 day course 8/10 & 8/11(zoom), 9/22/20, 1/26/21 & 3/30/21		

5/21/21

9:00 - 11:30

Zoom Link: <https://centralriversaea.zoom.us/j/93573195235>

Members present: Jo Prusha, Keith Halverson, Michelle Klein, Amy Seitz, Kim Hurley, Bradi Johnson, Lisa Johnson, Jon Huebner, Jillian White

Agenda

1. Celebrations:
 - a. Share a celebration big or small that you have experienced this school year (personal or professional)
 - i. Jon - resiliency of our students
 - ii. Michelle - teams of teachers I've been able to work with and the impact of this work
 - iii. Amy - all seniors are graduating that I've worked with
 - iv. Bradi - state track meet celebrations
 - v. Kim - serving Meskwaki and seeing growth in culture based on SAMI and [Learning by Doing](#)
 - vi. Lisa - curriculum adoption at secondary level for ELA & Illustrative Math (K-12)
 - vii. Keith - sons work paying off at UNI ---> accounting
 - viii. Jo - not skipping a beat due to technology
2. [Inspired Mentorship 21-22](#)
 - a. [Slide Deck](#) - Day 1 & 2
 - i. [District ½ requirement](#) -- what are your thoughts on requiring this
 1. [Update ½ day](#)
 2. Do we need this as a requirement for or make it an optional activity?
 - a. Issue sub shortages?
 3. [Choice board \(CF example\)](#)
 4. maybe make it a suggestion
 - b. [Google Form](#) (any changes?) ([Notes](#))
 - i. Planning, Observation, Reflection - clarity on form
3. Networking Plans 21-22
 - a. [2021-22 TLC Networking \(draft dates/plan\)](#)
 - i. If people want to join after session 2 -- they would need to contact jprusha@centralriversaea.org -- add this to flyer and in notes section w/in section
 - ii. September 28 ideas (Sessions 1.5 hours)
 1. Instructional Frameworks: What are the benefits of using one? (Jo coordinating)
 - a. Iowa Instructional Framework learning (GHV)
 - b. Marzano
 - c. Danielson
 2. SEL/Equity infusion (Keith coordinate - Dana Miller)
 - a. Experienced IC
 - b. New IC's
 3. TL PLC's (Bradi coordinate)
 - a. NICL (may be shifting to East, Central, West****See AGWSR leads,Lowell)
 - b. CVNE Teacher Leader Cohort (Gina Wiersma WV)
 - c. NEIC (David Voves)
 - iii. Topic for another networking day
 1. Process of being learner based reporting
 - a. W/in PowerSchool or other LMS
 - b. Power Standards
 - i. LT & Success Criteria
 - c. What is loose and tight within our systems?
 - i. [Example from DM](#)
 2. Pre-K (Early Childhood) Q & A document & Coaching PS
4. [SCC 21-22](#) -- relaunching
5. [TL Summit](#) -- [Aug 5, 2021 flyer](#)

- a. Purpose
 - i. Enhance participants critical leadership & coaching skills of self-awareness, listening, questioning and supporting the critical thinking of ourselves & others
 - b. Potential Sessions:
 - i. [TLC breakout sessions](#)
 - 1. Priorities?
 - 2. Pre-K (Early Childhood) Q & A document
 - a. Michelle and Jessica could either answer questions as they came in via the document OR we could participate in one of your meetings later in the year to offer more specific guidance.
6. Other items
- a. Sharing [video](#) on Influential School Leader (33:30 mark)
 - b. Set meeting dates for 21-22
 - i. Fridays work (avoid Oct 15, Jan 14, Feb 18)
 - ii. Avoid Wednesdays/Mondays
 - iii. Virtual &/or F2F
 - iv. [CF Schools 2021-2022 Calendar](#)
7. Adjournment

4/16/21

9:00 - 11:30

Zoom Link: <https://centralriversaea.zoom.us/j/93573195235>

Members present: Jo Prusha, Kimberly Hurley, Michelle Klein, Bradi Johnson, David Voves, Anjuli Myers, Amy Seitz, Keith Halverson

Agenda

- 1. Celebrations
 - a. People appreciate having their voices heard and receiving feedback
 - b. Conversations around next steps regarding Future Ready (choice boards & skill development)
 - c. Charles City connecting w/ Pete Hall for supporting Mentoring & Student Teaching
- 2. [Inspired Mentorship 21-22](#)
 - a. [Inspired Mentorship 21-22](#)
 - i. [Elements of new teacher workshop](#) - what needs tweaking?
 - b. How do we recruit mentors? What is our process?
 - i. TLC position?
 - ii. Connecting with admin on assignment?
- 3. TLC networking
 - a. Reflect on [TLC Networking session 4/13/21](#)
 - i. *Hi Jo and Team,*
 - 1. *Wanted to send a thank-you your way for all the planning and work you did for our networking days this year. I've enjoyed them a lot. Sometimes I get tunnel-focused on what is here in front of me here in the district. These days helped me to take a breath and remember what and who is out there right next to me.* Teresa Kiewiet Hudson K-12 Literacy Coach
 - ii. [Feedback responses](#)

1. Coaches need more conversations with other coaches to continue to learn
 - a. Encouraging coaching cycles with **all** staff. Learn how to overcome challenges by connecting.
 - b. Moves us out of our “tunnel vision” & “ways of thinking/doing” by hearing other stories/journeys
 - c. Creates opportunities for cross-collaboration & vertical alignment/conversations to help us focus on ALL our students
 - d. Feedback from advisory: collective empathy, collective efficacy, system understanding through networking coaches amongst the district through learning labs, learning walks, visiting other districts, surfacing impact system wide, opportunities to deepen perspective on grade levels/content/curricular materials across the school system.
- b. Networking Plans 21-22
 - i. [2021-22 TLC Networking \(draft dates/plan\)](#)
4. [SCC 21-22](#)
 - a. Interest in thinking beyond 2021-2022 to keep the momentum/learning going around SCC.
 - b. IC Interaction Google Form [linked here](#)
5. [TL Summit](#) -- [Aug 5, 2021 flyer](#)
 - a. Purpose
 - i. Enhance participants critical leadership & coaching skills of self-awareness, listening, questioning and supporting the critical thinking of others
 - b. Potential Outcomes/Sessions:
 - i. See [TL Summit](#) deck #5
 - ii. [TLC Summit](#) planning notes
 1. [TLC breakout sessions](#)
 - c. Content/Connections/Crosswalk:
 - i. [Self Assessment](#) for teacher leaders
 - d. [Precursor to Connecting the Dots](#)
 - i. Collaborative processes (Donohoo)
 - ii. Coaching (Sweeney)
 - iii. Systems Thinking (Mausbach)
 - e. Potential Speakers to kick off the Summit
 - i. Quintin Hart -- Mayor Waterloo
 - ii. [Dr. Celina Peerman \(website\)](#)
 - iii. How might we incorporate Jen Sigrist ?
 - iv. Teacher of Year? Or IC of Year?
6. Other Items:
 - a. #LearnFwdTLP ([3/22 @ noon twitter chat on coaching](#))
 - b. TLC Advisory team:
 - i. Personal invite to be part of team
 1. What might the message from a CRAEA TLC Advisory member include to potential advisory team members?
 - a. Kim will ask Malissa Juni from Grinnell
 - b. Bradi will ask Deb Oldenburger from AGWSR
7. Next Meeting Date: 5/21/21
 - a. Set meeting dates for 21-22
8. Adjournment

3/19/21

9:00 - 11:30

Zoom link: <https://centralriversaea.zoom.us/j/93573195235>

Members present: Jo Prusha, Bradi Johnson, Kim Hurley, Scott Dryer, Jillian White, Michelle Klein

Agenda

1. Celebrations
2. TLC Networking Day -- 4/13/21 refining plans
 - a. *Potential Schedule* (9-12 & 12:30-3:30)

Session: 10:50 - 11:25 & 12:35 - 1:10

- Taking Care of Ourselves & others
 - Dawn Jaeger, Dr. Dana Miller, Rusti Sparks & Gina Wiersma (Wapsie Valley TLC)

Session: 9:05 - 10:40 & 1:15 - 2:50

- [TLC Connections](#) opportunity (inviting Admin to join in as TLC/Admin team & could we do this as conferences?)
Leveraging TLC & structures for maximum impact for systems
 - [DE Zoom 1 with NWAEA](#)
 - Talking points for other DE Zoom meetings
 - 45 min. to an hour each.
 - *Audience: TLC Leaders / Admin.
 - *General topics for each ZOOM (5 total?): Teacher Leader Support, Roles and Responsibilities, Mentoring and Induction, Hiring and Sustaining, and Plan Revision and Site Based Teams.
 - *Run the ZOOMs over the next two to three months.
 - *Our hope is to leverage TLC through some large and small group discussions regarding practice, support, communication, roles, etc...
 - Big Rocks of conversation
 - **TLC Systems of Support & Site Based Teams**
 - **TLC Revision and Roles/Responsibilities**
 - TLC Mentoring/Induction
 - TLC Hiring & Sustaining
 - Scott will share info w/ state contact list & this team will create "draft" message for consistent communication
 - *We invite you to participate in a facilitated collaborative conversation regarding leveraging your TLC structures for maximum impact for your systems.* We invite you to participate in a facilitated collaborative conversation regarding leveraging your TLC structures for maximum impact for your systems with your teacher leadership teams and administrative teams.
 - *As part of the [CRAEA TLC networking day](#), this particular session will focus on your TLC systems of support and leadership teams, as well potential revisions of your plans and TLC roles/responsibilities.*

- *These sessions will be jointly facilitated by Scott Dryer, our Iowa DE TLC Education Program Consultant & the CRAEA TLC team, as a statewide effort to build upon our common learning and understanding of how TLC can be a driving force in systems change based on evidence.*
- *Please join us at 9:05a.m. or 1:15p.m. at the time which works best for you and your team on 4/13/21 with this [zoom link](#). This session is slated to be 90 minutes.*
- *Additional follow-up sessions will be held on the topics of Mentoring & Induction and Hiring and Sustaining TLC plans. As soon as those dates/times are confirmed, we will let you know.*
- *Please contact us if you have any questions.*
- [CIA meeting 4/2/21](#) (Shared via Jo) & also asked Bill to send to CIA list serv
- SI - reminding make sure all admin know about this (shared via Jo 3/22/21 with above message)
- Stream (Shared via Jo 3/22/21)
- Leadership Connections (Shared via Jo 3/22/21)
- CRTLC listserv (Shared via Jo 3/22/21)
- Tech Coaches (Jo asked Kay to share on 3/22/21)
- CRAEA Marketing (Jo shared on 3/22/21)
- Can we have the rest of these sessions be w/in? (meeting w/ Julie/Jen on 3/29)
- [Instructional Leadership Network to support ideas for use of ESSER funds](#)

Session: 11:30 - 12:00 & 2:55 - 3:25

- [Choice Boards, Collaboration and More Share-out!!](#)
 - Independence & Mason City & Jesup
3. [TL Summit/Symposium](#) -- Aug 5, 2021 ([PLC Summit - Virtual](#))
- a. Purpose?:
 - i. Enhance participants critical leadership & coaching skills of self-awareness, listening, questioning and supporting the critical thinking of others
 - b. Potential Outcomes?:
 - i. Understand and explore the characteristics of great teams, leaders of great teams and what makes a teams decisions impact student learning
 - ii. Develop skills to foster a trusting, inclusive team culture
 - iii. Opportunities to ensure your team has a clear, shared understanding of roles & purpose.
 - iv. Refine our listening skills
 - v. Build emotional intelligence and practice ways to build the emotional intelligence of your team
 - vi. Increase your capacity to plan purposeful meetings
 - vii. Hone your ability to reframe and respond to resistance
 - c. Content/Connections/Crosswalk?:
 - i. [Self Assessment](#) for teacher leaders
 - ii. [Admin new standards](#)
 - d. Sessions/Strands ideas?
 - i. [Lit Consultants Leading Webinar series 20-21](#)

- ii. Leading Impactful Teams - Core Ingredients and Essential ?'s
- iii. Teaching Transparently
- iv. Fierce Conversations
- v. The Skills of Teacher Leadership - Teacher Leadership, Charlotte Danielson
- vi. Schoolwide Reflective Practice, Reflective Practice in Small Groups and Teams - Reflective Practice to Improve Schools
- vii. Change Leader, Michael Fullan
- viii. Relationships Roles, and Responsibilities - Reflective Practice, Hall & Simeral
- ix. Choice Words - Peter Johnston (use for quotes?)
- x. Leadership and Interaction in a PLC - Implementing Change, Hall & Hord
- xi. 6 Dimensions of a Change Facilitator - Implementing Change, Hall & Hord
- e. [Precursor to Connecting the Dots](#)
 - i. Collaborative processes (Donohoo)
 - ii. Coaching (Sweeney)
 - iii. Systems Thinking (Mausbach)
- 4. Other Items:
- 5. Next Meeting Date: 4/16/21
- 6. Adjournment

3/12/21

9:00 - 11:30

Zoom link: Location:

<https://centralriversaea.zoom.us/j/93573195235>

Members present: Kimberly Hurley (CRAEA), Jo Prusha (CRAEA), Michelle Klein (Jesup), Gina Wiersma (WV), Scott Dryer (DE), Bradi Johnson (CRAEA), Anjuli Myers (W'loo), Jon Huebner (STC), Jillian White (Denver)

Members not able to attend:

Agenda

- 1. Celebrations
 - 2. Mentoring Support
 - a. Mentoring Support
 - i. [Mentoring - 2 year resources](#)
 - 1. Please link in your own monthly slide decks so we can learn & share from one another [here](#) -- and [here](#) is the link to see those submissions
 - a. [Draft April 2021 slide deck Year 1](#)
 - i. [Tabatha Rosproy slide deck](#)
 - b. [Draft April 2021 slide deck Year 2](#)
3. TLC Networking Session Reflections & Planning
 - a. 4/13/21 planning
 - i. [TLC plan conversations](#) (Jillian) -- connect to Scott/DE plans?
 - 1. DE Potential zoom topics\
 - a. Roles/Responsibilities
 - b. Supports for TL
 - c. Mentoring & Induction
 - d. Hiring and Sustaining
 - e. Plan Revision

- f. Site Based Teams including Administration support and leadership - Scott has email contact list for district leads and is willing to communicate.
 - ii. Well-Being
 1. Staff support for building morale. (Gina)
 - a. Breakout rooms w/ shared google doc
 - b. Summer connection opportunities
 2. Well-Being Team support (Jo will connect Gina & CRAEA Well-being)
 - a. Being proactive for start of 21-22 school year
 - i. [SEL Learning Board](#) Wondering if there will be a time and place for this to share with the Network when there is an opportunity to start application in classrooms OR maybe share a few resources from the Learning Board that relate to the work you all are doing. Idea, use a Hope Nation/EdUtopia video within EdPuzzle.
 - iii. Collaboration w/ Teacher Librarians
 1. Virginia Lake from Independence has created a [Choice Board](#) for the American Revolution study in 4th grade that is quite impressive.
 2. Sarah Staudt from Mason City has done some great collaborations with teacher leaders in her district and is willing to share. From Sarah: *Currently, I am collaborating with 2 instructional coaches and 2 literacy teachers at Lincoln Intermediate. I also did a collaboration with another coach back in November, prior to Shannon's presentation. I am happy to share, as these 2 collaborations (with 3 of the 9 coaches in our district) have opened up a doorway for more collaboration!*
 - iv. Potential Schedule

Session 1: 9:00-9:55 & 12:30-1:25

 - Taking Care of Ourselves & others
 - Dawn Jaeger, Dr. Dana Miller, Rusti Sparks & Gina Wiersma (Wapsie Valley TLC)

Session 2 : 10:00-10:20 & 1:30- 1:50

 - Choice Boards, Collaboration and More!
 - Independence & Mason City

Session 3: 10:30-12:00 & 1:55-3:25

 - [TLC Connections](#) opportunity (inviting Admin to join in as TLC/Admin team & could we do this as conferences?)
4. Other items/resources
 - a. TLC End of year report (emailed to TLC Leads w/in Districts on 3/4/21)
 - i. *The Department hopes this message finds you well as we head into the fourth quarter of the 2020-21 school year. This email and webinar guidance link are being sent to all Iowa school districts as guidance for completing the 2020-21 TLC End-of-Year Report, on the Iowa Department of Education Portal. **The report is due on July 1, 2021.***

This year's report will follow the same format as the 2019-20 report, with the exception of some added fields to share information in regards to the district's TLC Lead Contact, Superintendent, and the staff member filling out the report. We ask that the information be filled in for each field, even if the same staff member fills two or more of those positions.

Prior to organizing your TLC Team to view this guidance together, we encourage the districts to make copies of their 2019-20 reports to share for note taking. The guidance is an opportunity to review the process for creating and assessing quality goals, as well as the process for embedding the report with robust and meaningful data to support said goals.

The following link will take your TLC Team to the Department's TLC page, where you can access the TLC EOY Reporting guidance. There is also a copy of the slide show without the presentation that can be accessed for copies of the slides. Once on the link, click on End-of-Year Reporting in the light

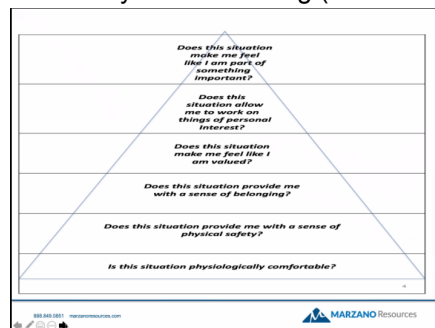
blue box, then click on [2020-21 TLC End-of-Year Reporting Webinar](#) in the dark blue box to access the webinar and slide-show guidance.

[LINK](#)

If there are any further questions regarding this guidance, please feel free to contact us at your convenience.

Scott Dryer
515-402-8700
scott.dryer@iowa.gov

- b. Coaching Coaches Check-in [?s to reflect](#) on with the evaluator/teams?
- c. Leadership Summit/Symposium in August 5, 2021 (date option)
 - i. Purpose:
 - 1. Enhance participants critical leadership/coaching skills of self-awareness, listening, questioning and supporting the critical thinking of others
 - ii. Potential Outcomes?
 - 1. Examine how we “show up” as a factor of leadership r/ships
 - 2. Build upon our skillfulness to listen to support teacher needs
 - 3. Practice questioning skills to facilitate teacher’s critical and creative thinking while addressing assumptions needs and problems of practice
 - 4. Utilize coaching frameworks that reflect the phases of leading/coaching: initiating, conducting & closing
 - 5. Apply our leadership interaction skills in authentic situations to facilitate growth
 - 6. Or potentially some that match [Aguilar art of coaching teams](#)
 - iii. Content/Connections/Crosswalk
 - 1. [Self Assessment](#) for teacher leaders
 - 2. [Admin new standards](#)
 - iv. Precursor to Connecting the Dots
 - 1. Collaborative processes (Donohoo)
 - 2. Coaching (Sweeney)
 - 3. Systems Thinking (Mausbach)



- v.
- d. [2021-22 TLC Networking \(draft dates/plan\)](#)
 - i. Also planning for Inspired Mentorship and SCC for 21-22
- e. Book study? Do we repeat ones we’ve done or is there another resource we’d like to dive into?
 - i. [Collaborative Leadership](#) -- Peter DeWitt
- f. Questions from our SDI leadership team:
 - i. Are SPED teachers participating in coaching?
 - ii. What support/learning/understanding can we offer as an agency to leverage the thinking, “Access to core for all students” (Diagnose)?
 - iii. [IOWA SDI](#)

- iv. [Coaching Field Guide Resources and Tools to Support Iowa Coaches](#)
- 5. Next meeting: 3/18/21 @ 9:00 - 11:30, 4/16/21
- 6. Adjourn

2/19/21

9:00 - 11:30 a.m.

Zoom link: <https://centralriversaea.zoom.us/j/93573195235>

Members present: Kimberly Hurley, Bradi Johnson, Gina Wiersma, Keith Halverson, Jillian White, Amy Seitz

Members not able to attend: Jo Prusha

Agenda:

- 1. Celebrations & Introductions
 - a. Connecting Activity: reflect/respond to this quote
 - i. "It is easier to build strong children than to repair broken adults"
 - ii. Share your *go to* quote/mantra/statement that keeps you grounded/focused.
 - iii. [WV's TLC Evaluation/Artifact Document](#)
 - 1. Using for the first time this year
 - 2. Modified from Dunkerton's Evaluation form
- 2. Mentoring Support
 - a. [Mentoring - 2 year resources](#)
 - i. Please link in your own monthly slide decks so we can learn & share from one another [here](#) -- and [here](#) is the link to see those submissions
 - 1. [Draft March 2021 slide deck Year 1](#)
 - 2. [Draft March 2021 slide deck Year 2](#)
 - 3. [Draft April 2021 slide deck Year 1](#)
 - 4. [Draft April 2021 slide deck Year 2](#)
- 3. TLC Networking Session Reflections & Planning
 - a. 2/9/21 recap
 - i. [Slide Deck](#) from 2/9/21
 - ii. [Google Form Feedback](#)
 - b. April 13 planning -- Shannon can come again and share info
 - i. Maybe collaborate with Media Specialists between Feb & March and share with one another in April?
 - ii. Prioritize the TLC Connections conversations and slide deck. Going to let this sit and reflect then tighten up at the March meeting.
 - 1. Link documents.
 - 2. Poll the group. Have the group pick the top three to discuss for the day?
 - 3. Put everyone in breakout rooms of 6-8 and allow them to walk through each tab? Consider a "general" group for those not ready/willing to share.
 - 4. Revision conversation: Jillian is willing to share her perspective from her lens.
 - 5. Maintaining the integrity behind the hiring process.
 - 6. Encourage admin. to join?
 - 7. How do you show that you weren't or were successful? How do you complete the end of the year report?

iii. SEL

1. Options for summer opportunities to start the year off strong.
 - a. Plan for interactions. TLC Network members meet.
 - b. Be intentional. Plan for the healing and recuperating you may need.
 2. Things to consider to wrap up the year with optimism.
 3. Address the “content” reality and how to move forward in a healthy way. Things to anticipate in a healthy way.
 4. Student Teachers becoming teachers. What may that support look like?
 5. ISASP prep and what to consider to be ready to think and talk through results.
 6. Start off with some real time examples to start off with optimism.
 - a. Gina shared some great ideas and is willing to share her examples.
 - b. Ask people to bring ideas to share. Use a shared google doc. Go to breakout rooms to share their ideas.
- iv. If we bring Shannon back, get feedback on what that time could look like and lean towards an explicit share of how to create or implement something.

Adjourned.

- c. Do we want to have “zoom” check in’s like we’ve done in the past? If so, how often, when?
4. Other Items
- a. [SEL Coaching Toolkit](#)
 - b. [Visible Learning research](#) - shares research behind the results
 - c. [9 questions](#) - great guide for looking at learning can be for adults and S’s based on what we have lived the past year+ w/ resources embedded
 - d. [Considerations for Curriculum based PL](#)
 - e. [Daily Self-check](#) for leaders
 - f. The U.S. Department of Education’s Office of Educational Technology (OET) has [released](#) two new resource guides: the [Teacher Digital Learning Guide](#) and the [School Leader Digital Learning Guide](#).
 - i. These guides provide strategies to help teachers and school leaders effectively incorporate digital learning strategies both inside and outside the classroom. They may also use the information to support parents and families as they navigate learning from home.
 - ii. The Teacher Guide includes insights on ways to meet the unique needs of students by using educational technology, facilitating personalized learning for students, and embracing professional development opportunities.
 - iii. The Leader Guide helps school leaders develop a vision for digital learning by planning, funding, implementing, maintaining, and adapting learning programs designed to best serve and empower students of all abilities.
 - iv. These publications are a companion to the [Parent and Family Digital Learning Guide](#). All three guides are posted on OET’s [web site](#).
 - g. What are you hearing in your districts regarding virtual learning for 2021-2022?
 - h. How are virtual snow days going? Synchronous vs Asynchronous? Blended?
5. Next Meeting: 3/12/21
6. Adjourn

1/15/21

9:00 - 11:30 a.m.

Zoom link: <https://centralriversaea.zoom.us/j/93573195235>

Members present: Jo Prusha, Bradi Johnson, Amy Seitz, Kim Hurley, Keith Halverson, Anjuli Myers, Jillian White (snow day and/ or late start for many schools)

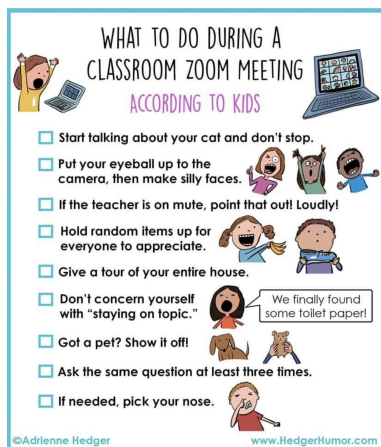
Members not able to attend: Gina Wiersma, Michelle Klein

Agenda:

1. Celebrations & Introductions



a.



b.



c. Connecting Activity

- i. Would you rather slide deck linked [here](#)

2. Mentoring Support

a. [Mentoring - 2 year resources](#)

- i. Please link in your own monthly slide decks so we can learn & share from one another [here](#) -- and [here](#) is the link to see those submissions

1. [Draft February 2021 slide deck Year 1](#)
2. [Draft February slide deck Year 2](#)
 - a. [Distance Learning notes from Prusha](#)
3. [Draft March 2021 slide deck Year 1](#)
4. [Draft March 2021 slide deck Year 2](#)

b. Networking Day Feb. 9, 2021 ideas

- i. [Draft Slide Deck](#)
- ii. Bradi is looking for more thoughts and ideas regarding the conversation around TLC clarity/revision/updating conversation during Session 4 to honor the thinking of this group and the December conversation (can be found at 4.c. in December meeting notes). [Draft Slide Deck](#)

- iii. April 13 planning -- Shannon can come again and share info
 - 1. Maybe collaborate with Media Specialists and share with one another in April?
 - 3. Other items
 - a. [Connecting the Dots](#) -- moved to 2022
 - b. [The Main Idea: Resources to strengthen your leadership](#)
 - c. [Using Twitter](#) to Teach and Learn
 - d. [EMR Practices](#) (Establish, Maintain, Restore)
 - e. TLC Check-in sessions (if/when?)
 - i. Choice Boards?
 - ii. Kay Schmalen ?
 - iii. [TLC Program Evaluation](#)
 - 1. Positions
 - a. Job Descriptions
 - b. Stipend/Days
 - 2. Roles/Responsibilities
 - 3. Evaluation process
 - 4. Application process
 - a. Renewal (term limits)
 - 5. Reviewing plans
 - 6. Schedules
 - 7. Coaching Model(s)
 - 8. Resources
 - a. Problem of Practice
 - b. Learning Walks
 - c. Assessment Practices
 - d. Websites (TLC)
 - i. <https://clarksvilletlc.weebly.com/>
 - ii. <http://www.wsr-tlc.com/>
 - iii. <https://www.nashua-plainfield.k12.nh.us/page/3789>
 - 4. Next meeting: 2/19/21 via zoom
 - 5. Adjourn

12/18/20

9:00 - 11:30 a.m.

Zoom link: <https://centralriversaea.zoom.us/j/93573195235>

Members present: Jo Prusha, Chelsie Byram, Keith Halverson, David Voves, Bradi Johnson, Kim Hurley, Amy Seitz, Jo Prusha, Michelle Klein, Jon Huebner, Jillian White

Agenda:

- 1. Celebrations & Introductions
 - a. Connecting activity (Thanks to our SI team:)
 - b. [Wheel of Fun](#)

As you listen to the poem, make note of lines that resonate with you. They might

- connect to a particular belief you hold,
- reinforce a value that's important to you, and/or
- invite you to think differently about an idea.

Don't Hesitate

If you suddenly and unexpectedly feel joy, don't hesitate. Give in to it. There are plenty of lives and whole towns destroyed or about to be. We are not wise, and not very often kind. And much can never be redeemed. Still, life has some possibility left. Perhaps this is its way of fighting back, that sometimes something happens better than all the riches or power in the world. It could be anything, but very likely you notice it in the instant when love begins. Anyway, that's often the case. Anyway, whatever it is, don't be afraid of its plenty. Joy is not made to be a crumb.

—Mary Oliver

(Thanks to SI team)

C.

Process:

1. Get into breakout rooms (random number).
2. Discuss the lines that resonated with you and share why.
3. Come up with a sentence that captures Mary Oliver's perspective about joy.
4. Select one person to share out the sentence about Mary Oliver's overall idea about joy.

2. Mentoring Support

a. [Mentoring - 2 year resources](#)

- i. Please link in your own monthly slide decks so we can learn & share from one another [here](#) -- and [here](#) is the link to see those submissions

1. [Draft February 2021 slide deck Year 1](#)
2. [Draft February slide deck Year 2](#)

Feedback	Proficiency needed	Gradual release of responsibility	Role of feedback giver
Task	New Material	I do	Teacher
Process	Some degree of proficiency	We do	Coach
Self-Regulation	High degree of proficiency	You do	Mentor
			CL. p. 126

ii.

1. Hi Bradi, It's nice to hear from you. I'm sorry to say that I do not have any other resources on feedback than what you have. However, it is completely appropriate to look at it from an adult learner perspective. In fact, when I was doing John's work with instructional coaches, I would take the levels of feedback and show the attached slide. The one thing I would add to the slide is: Task - I DO would be where I model a lesson. Process - We Do would be where we co-teach the class. Self-Regulation - You Do would be where the teacher teaches and we observe. I hope that helps. Peter DeWitt, Ed.D.

b. What are needs:

- i. Self-Management online skills for S's and T's
- ii. How do we embed FR & SEL skills into our learning for both adults and students?
 1. How are we using the [Universal Constructs](#) & [SEL resources](#)?
 2. [Shannon McClintock Miller resources](#)
 3. [Competency Scale for OnLine learning](#)
- iii. How are we building the skill sets of parents as partners?
- iv. How is online learning/hybrid spotlighting our weaknesses and strengths and what do we do about this systematically?

3. Networking Day Dec. 8, 2020 Reflections
 - a. [slide deck](#)
 - i. [Feedback form](#) w/ responses
 1. [Spreadsheet](#)
4. Networking Day Feb. 9, 2021 ideas
 - a. [TLC Networking for 20-21](#)
 - b. [TLC planning document](#) for 20-21
 - c. Ideas for Feb 9, 2021 (breakout rooms w/ reflection doc for people to share resources)
 - i. TLC plans & ideas for revision conversations
 1. Find a need/Fill a need
 - a. How might the SAMI process fit into this?
 - ii. What does online look like w/in your systems conversations?
 1. How are we:
 - a. Grading
 - b. Taking attendance/monitoring attendance
 - c. Instructing
 - d. Planning for Instruction
 - iii. [Shannon McClintock Miller resources](#) follow-up?
 1. What might be next steps based off of Dec.8 learning?
 - a. Focus on choice boards from w/in slide deck
 - i. We were asked to record and we recorded the morning session linked [here](#)
 1. Passcode: PM@3=dPe
 2. Q & A session with Shannon
 - a. Teach us how to create choice boards?
 - iv. SEL - what are districts doing to support each other (retaining teachers) moving forward (*Jesup would be a facilitator of three of our breakout groups*)
 1. How are you creating space/time for teachers?
 - a. Prep time, conference time, planning
 2. How are you filling teachers buckets? Collaboration with administrators.
 3. How are we helping teachers refill their own buckets?
5. Other items
 - a. [Connecting the Dots](#) -- moved to 2022
 - b. [Elena Aguilar resource](#)
6. Next meeting: 1/15/21 via zoom
7. Adjourn

11/20/20

9:00 - 11:30 a.m.

Zoom link: <https://centralriversaea.zoom.us/j/93573195235>

Members present: Jo Prusha, Gina Wiersma, Lisa Johnson, Amy Sietz, Bradi Johnson, David Voves, Jillian White, Jon Huebner, Anjuli Myers, Michelle Klein

Agenda:

1. Celebrations & Introductions
2. Mentoring Support
 - a. [Mentoring - 2 year resources](#)
 - i. Please link in your own monthly slide decks so we can learn & share from one another [here](#) -- and [here](#) is the link to see those submissions
 1. [December/Jan Slide Deck](#) Brainstorm Conversation for Year 2
 2. [Dec/Jan Year 1 20-21 draft](#)
 - ii. [Iowa Instructional Framework](#)
 1. [Teacher Handbook](#)
 2. [Charles City Student Teacher Experience lesson plan](#)
 3. [Distance Learning Planning Template](#)
 4. [Iowa Instructional Framework Virtual Companion Tool](#)
 5. [UChicago lesson plan template](#)
 - iii. [Newell/Fonda mentoring website](#)
3. Networking Day Dec. 8, 2020 Plans
 - a. Potential Agenda (repeat morning sessions in the afternoon) & [draft slide deck](#)
 - i. 9 - 11:00: Shannon & CRAEA media connections
 - ii. 11:15 - 12:00
 1. Coaching cycles in current reality ([Sweeny blog](#))
 2. Coaching Virtually impact w/in Jesup in a 5th grade classroom & Clarksville personalized PD (also asked GR, MC & CL)
 3. [Current SCC Thinking on Coaching Cycles](#)
 - iii. 12:30 - 2:30: Shannon & CRAEA media connections
 - iv. 2:35 - 3:30
 1. Coaching cycles in current reality ([Sweeny blog](#))
 2. Coaching Virtually impact w/in Jesup in a 5th grade classroom (also asked GR, MC & CL)
 3. [Current SCC Thinking on Coaching Cycles](#)
 - v. [Feedback form](#)
4. [Video to inspire](#) - from Anjuli
5. Networking Day Feb. 9, 2021 ideas
 - a. [TLC Networking for 20-21](#)
 - b. [TLC planning document](#) for 2021
6. Other Items
 - a. Reflections/feedback regarding Connecting the Dots: June 14 & 15, 2021 9-3:00 p.m.
 - i. Excited about the concept -- should we push back another year?
 - ii. Is August a possibility?
 - iii. This is awesome work and the right work - timing concern for June?
 - iv. Concern about fatigue (cognitive & physical capacity) for June 2020
 - v. Learn better in person
 - vi. Preference is June 2022 or Aug 2021
 - b. The science team has a coaching tool that we would like to get in front of instructional coaches and create learning around. The tool is called the [IMpACT. Slide deck](#)
 - c. Aguilar: [Team Reflection tool](#)
 - d. [SCC ebook](#)
 - e. [Top 10 Practices for Online Learning](#)
 - f. [Students engage in school when...](#)
7. Next Meeting: Dec. 18, 2020

8. Adjournment

10/16/20

9:00 - 11:30a.m.

Zoom link: <https://centralriversaea.zoom.us/j/93573195235>

Members present: Kimberly Hurley, Jo Prusha, Cheryl Roberson, Michelle Klein, Keith Halverson, Bradi Johnson, Jon Huebner, Amy Seitz, Gina Wiersma, Jen Sigrist, Julie Thede, Jillian White, Jennifer Owen-Kuhn

Agenda:

1. Celebrations & Introductions
2. Cheryl Roberson/Jen Sigrist/Cari Teske:
 - a. Would you be interested in partnering with us to have [Shannon](#) (link to PearDeck webinar w/ Shannon) work with our groups?
 - i. We were wondering about the possibility of a 60 - 90 minute session with the Topic:
 1. *How library and instructional coaches can work together in a FR school approach - teacher as activator connection - through remote, blended learning?*
 - ii. [Joinpd.com](#)
 1. emujet (code to put in)
 2. Slide deck [here](#)
 3. [Self-assessment rubric for FR librarians](#)
 4. [Google doc for self-reflection](#)
 - b. Is this a possibility for our 12/8 networking morning or one of our other two dates?
 - i. What would be the next steps if we want to move forward with this?
 1. W/in PLC work?
 - ii. How could TL partner with "content/grade level" to support their goals? (partnership)
 - iii. Could TL think about ways they have access to students -- if there is a literacy goal, how can we connect this to engagement and student voice/choice?
3. Mentoring update
 - a. [Mentoring - 2 year resources](#)
 - i. Please link in your own monthly slide decks so we can learn & share from one another [here](#) -- and [here](#) is the link to see those submissions
 - ii. Nov. slide deck updates
 1. [Year 1](#)
 2. [Year 2](#)
 3. [December/Jan Slide Deck](#) Brainstorm Conversation for Year 2
 4. [December/Jan Slide Deck Draft Year 1](#)
4. TLC networking Day 9/29 recap/reflections & Planning for Dec date
 - a. [Feedback](#) results from 9/29 linked [here](#)
 - i. Themes
 1. Reminders of taking care of selves
 2. Appreciated time to collaborate & share with others

3. Looking into coaching cycles & moves for mini-cycles
4. SEL comments and specific strategies for students to use in classrooms may be helpful
5. How to engage students in an online format
6. How to engage teachers in an online format
7. TL's being pulled into a "support role" and being OK with that
- b. Potential Resource for future dates: [Case/ SEL 3 Signature Practices](#)
- c. [TLC Networking for 20-21](#)
- d. [TLC planning document](#) for 2021
5. Other items
 - a. DE TL Report resources
 - i. Region 9
 1. [Link to full TLC Report](#) [Link to TLC Findings Slides](#)
 2. Executive Summary recap from [Iowa ASCD](#)
 - ii. AEA and District TLC Support from the Department: Lora and Scott
 1. [Slide Show](#) [Draft Document](#)
6. Next Meeting: 11/20/20
7. Adjourn

9/17/20

9:00 - 11:30

Zoom link: <https://centralriversaea.zoom.us/j/93573195235>

Members present: Jo Prusha, Kim Hurley, Jon Huebner, Gina Wiersma, Michelle Klein, Bradi Johnson, Amy Seitz, Lisa Johnson, David Voves, Dianne Hinders, Jillian White

Agenda:

8. Celebrations & Introductions
9. Mentoring update
 - a. [Mentoring - 2 year resources](#)
 - i. Slide deck updates -- focusing on Standard 2 (Demonstrates competence in content knowledge appropriate to the teaching position)
 1. Year 1 - Oct. slide deck [linked here](#) (Jo has updated with a few things -- but feel free to tweak)
 2. Year 2 - Oct. (Kim has started a [draft slide deck](#))
 3. Conversation around norms vs agreement language
 - a. Agreements: Guide the way we treat each other all the time with everyone's voice involved in the process -- *if you'd like more info on the process we learned about in creating these and then reflecting on how we are holding each other to them -- let me know and I (Jo) can share those tools with you*
 - ii. Please link in your own monthly slide decks so we can learn & share from one another [here](#)
 - iii. If time permits -- possibly start updating Nov. slide deck
 1. [Year 1](#)
 2. [Year 2](#)
10. TLC networking Day 9/29 planning (as of 1:45pm on 9/24 we have 82 people registered)
 - a. Draft Slide deck linked [here](#)
 - b. Bradi/Keith update
 - i. Morning with Dawn, Dana & Rusti

- ii. Afternoon ([breakout protocol](#))
 - 1. Mood Meter & RULER
 - 2. Mini-cycles
 - iii. Gina sharing [doc](#) about how they are organizing PLC's at WV
- 11. Other items/topics
 - a. TLC updates from DE (Jo will be attending Statewide TLC meeting from 9:30 - noon today)
 - i. TLC Guidance Document: [Link](#)
 - ii. Mentoring Information: [Link](#)
 - b. Media learning today [agenda](#) ([bitmoji slide deck](#))
- 12. Next Meeting:
 - a. 10/16 via zoom (we are not allowed to have people in CRAEA buildings during the month of Oct.)
- 13. Adjourn

Sept. 8, 2020

2:30 - 3:00

Zoom link: <https://centralriversaea.zoom.us/j/3288410170>

Members present: Dawn Jaeger, Jo Prusha, Dana Miller, Bradi Johnson

Agenda:

- 1. SEL Connections @ TLC Networking Day (9/29/20)
 - a. [Proposed Dates for 20-21](#)
 - i. [TLC planning document](#) for 2021
 - b. Dawn, Dana & Rusti will review information and then share a slide deck (or embed one) for our slide deck.

Sept. 2, 2020

12:30 - 3:00

Zoom link: <https://centralriversaea.zoom.us/j/93573195235>

Members present: Gina Wiersma, Bradi Johnson, Keith Halverson, Kim Hurley, Jo Prusha, Amy Seitz, Lisa Johnson, Susan Pecinovsky, Sara Stepan

Agenda:

- 1. [Mentoring - 2 year resources](#)
 - 1. Teams dividing the work: [Meeting on 9/2/20 from 12:30 - 3:00](#)
 - a. One Year Program (update what we created last year: Year 1- September 2019 - [Presentation Outline](#)): --
 - i. Jillian White, Gina Wiersma, Bradi Johnson, Keith Halverson, Jo Prusha, Sara Stepan
 - 1. [Sample Deck from Ft. Dodge](#)
 - 2. [Sept 2020 slide deck](#) - draft
 - 3. Waiting for 9/17 meeting to work on Oct. slide deck
 - b. Two Year Program:
 - i. Lisa Johnson, Susan Pecinovsky, Amy Seitz, Kim Hurley
 - 1. We could create a [Year 2 Choice Board](#).
 - 2. We could create a [Year 2 Learning Pathway](#).

3. [Sept 2020 2nd Year Slide Deck](#)
4. Oct 2020 2nd Year Slide Deck
2. Please link in your own monthly slide decks so we can learn & share from one another [here](#)
3. [Panorama Learning Pathways Guide for Schools](#)

Next meeting - discuss what other districts are doing to document the evidence of meeting the standards. Are districts still asking for portfolios?

August 28, 2020

Zoom link: <https://centralriversaea.zoom.us/j/93573195235>

Members present: Jo Prusha, Keith Halverson, Jennifer Owen-Kuhn, Sara Stepan, Bradi Johnson, Kim Hurley, Heather Cochrane, Gina Wiersma, Lisa Johnson, Jillian White, Cari Teske, Cheryl Roberson, Amy Seitz, Michelle Klein

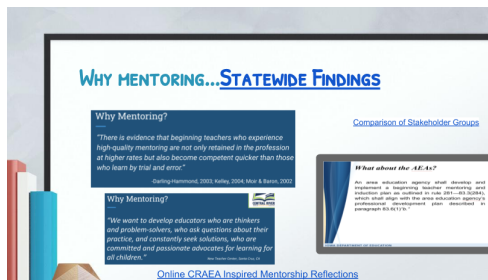
Agenda:

4. Introductions
5. Celebrations
6. 2020-21 TLC Advisory Team & Networking Days (any further insights?)
 - a. [Proposed Dates for 20-21 \(updated 1/2/20\)](#)
 - i. TLC Networking (we will need to update [this](#) document for 20-21)
 - ii. [TLC planning document](#) for 2021
 - b. [Inspired Mentorship](#) & [Student Centered Coaching](#) 2020-21
 - i. Note: We've added an additional section for Inspired Mentorship during the mornings of 9/8/20 & 9/11/20
 - c. [Mentoring - 2 year resources](#)
 - i. Teams dividing the work: [Meeting on 9/2/20 from 12:30 - 3:00](#)
 1. One Year Program (update what we created last year):
 - a. Jillian White, Gina Wiersma, Michelle Klein, Bradi Johnson, Keith Halverson, Stephanie Abel, Abby Weiland
 2. Two Year Program:
 - a. Lisa Johnson, Heidi Durbin, Susan Pechinosky, Jon Huebner, Julie Thede, David Voves, Amy Sietz

ii.

iii. [Iowa Falls Mentoring Program](#) Choice Board

iv. Denver books/tools used: (monthly meeting focusing on building community)



-
- PHASES OF FIRST YEAR TEACHING**
- The diagram illustrates a cyclical process of first-year teaching, consisting of five phases arranged in a circle, connected by arrows indicating a clockwise flow:
- ANTICIPATION** (top left)
 - REFLECTION** (top right)
 - OBSERVATION** (right)
 - EVALUATION** (bottom right)
 - ACTION** (bottom left)
- Below the circular diagram, a horizontal timeline lists the months from **AUG** to **JUL**, with specific teaching events marked above certain months:
- AUG**: REPORT CARD
 - SEP**: NEW
 - OCT**: JAN
 - NOV**: DEC
 - DEC**: JAN
 - JAN**: FEB
 - FEB**: MAR
 - MAR**: APR
 - APR**: MAY
 - MAY**: JUN
 - JUN**: JUL

7. Other items?

- 

55 titles

-

35 titles

- 

59 titles

- 

117 titles

9. Adjourn

August 5, 2020

Zoom link: <https://centralriversaea.zoom.us/j/93573195235>

Members present: Jo Prusha, Kim Hurley, Bradi Johnson, Laura Hoover, Michelle Klein, Jon Huebner, Amy Seitz, Bill Soesbe, Jillian White, David Voves

Agenda:

1. Introductions
2. Celebration
3. 2020-21 TLC Advisory Team & Networking Days (any further insights?)
 - a. [Proposed Dates for 20-21 \(updated 1/2/20\)](#)
 - i. TLC Networking (we will need to update [this](#) document for 20-21)
 - ii. [TLC planning document](#) for 2021
 - b. [Inspired Mentorship](#) & [Student Centered Coaching](#) 2020-21
 - c. [Mentoring - 2 year resources](#)
 - i. [District Mentoring and Induction Program Profile](#)
 1. [Iowa Falls Mentoring Program](#) Choice Board
 2. Denver (Jillian & Kristin) book used: [Field Guide](#)
 3. [WV Checklist](#)
 4. [CC: Smith/Hall/Simeral](#)
 5. [GR Mentoring](#)
4. Other items:
 - a. [Return to Learn Resources](#) (AEA online)
 - i. [Fast Track to Online Learning](#)
 - b. [CRAEA google folder](#)
 - i. [UnboundEd PD option](#) (help to transition from F2F, hybrid & virtual)
 1. [Registration](#) and full course content in Google Classroom will be available by August 1st - 31st.
 - c. [TLC Networking session notes](#)
 - d. SEL
 - i. [Infographic](#)
 1. [Online Module - Emotional Safety](#)
 2. [Online Module - Well-Being and Self Care](#)
 - ii. [Teaching Tolerance Webinar on Self-care](#)
 - e. DE Guidance for TLC 20-21 (shared with Iowa School Districts)
 - i. As all educational stakeholders continue to plan, prepare, and adjust for the upcoming school year it has become evident that those in TLC leadership positions have been playing significant, and varied, roles in educating Iowa students since last spring. With this in mind the Iowa Department of Education, the Commission on Educator Leadership and Compensation, and the Division of Policy and Communications have issued guidance pertaining to TLC roles and responsibilities.
 1. **District TLC Plan Changes in regards to redefining roles and responsibilities of current Teacher Leaders:**
 - a. Changes regarding TLC job roles and responsibilities do not need to be submitted for approval during the 2020-21 fall semester. However, they should be documented locally.
 - b. Districts should use local student and staff needs to make decisions in regards to TLC leadership job roles and responsibilities. [Resource](#)
 - c. Changes for the 2020-21 fall semester should be made and approved by local Site Based TLC Teams, made up of equal membership from administration and faculty.
 2. **Temporary New Positions using Teacher Leadership Funding: (Fall 2020)**

- a. Site Based TLC Teams can add temporary positions to their TLC plans for the 2020-21 fall semester.
 - b. These temporary positions, due to COVID-19 response, do not need to be submitted for approval during the 2020-21 fall semester, but would need approval for subsequent semesters/years in the future.
 - c. These positions should be documented locally, and must follow the guidelines below:
 - i. Served in district for one year
 - ii. Taught for three years
 - iii. Holds a current Teaching License
 - d. The positions should be reassigned/assigned as per district need, for the temporary anticipated length of service.
3. **Mentoring and Induction:**
- a. With the understanding that a local district's Mentor's availability to meet the mentee's needs could be impacted by their classroom duties, it is reasonable that other TLC Leader's roles, that are not in the classroom 100% of the time, could assist with or assume the mentoring duties.
 - i. Although not all Teacher Leaders have had the full mentor training, their ability to support and guide first year teachers through experience and other training should be identified.
 - b. Many first-year teachers are coming off shortened student teaching experiences, and will need extra assistance as they move into full time teaching positions. Additions to, or alterations to district TLC Plans in this area do not need approval for the 2020-21 fall semester.
4. **Substitute Teaching:**
- a. With various plans for delivering education to students, the area of subbing becomes even more relevant in regards to impact on students. Local districts may utilize TLC positions to fill this role as needed, with the idea in mind that a teacher with an understanding of the local district's current processes could be necessary for student learning.
 - b. It will be up to the local Site Based TLC Teams to assure that subbing works in conjunction with the other TLC duties and responsibilities of each TLC position. Teacher Leaders increased substitute duties are a temporary need associated with COVID-19.
5. **TLC Compensation:**
- a. New positions may be compensated through TLC funds at the discretion of the Site Based TLC Team, and as per the Allowable Funding Uses document on the IDOE website under TLC. [Resource](#)
 - b. Compensation for duties amended, changed, added, etc... will be at the discretion of the district Site Based TLC Team, and as per the Allowable Funding Uses document on the IDOE website under TLC.
 - c. Changes to the budget portion of the local district's plan do not need approval during the 2020 fall semester, but should be added to local plans and noted as COVID-19 related changes.
 - d. Many districts work on a TLC budget that has accumulated unspent funds. These funds may be used to pay TLC positions at the locally determined rate, as their job descriptions, duties, or positions are added to the district plan locally.
6. **Flexibility:**
- a. This guidance is being shared in an effort to allow for flexibility as Superintendents, leadership teams, School Boards, Teachers, and Site Based TLC teams plan to meet their student's and staff's educational needs for the 2020-21 fall semester.
7. **Assistance / Guidance / IDOE TLC Contacts:**
- a. Lora Rasey: Email: lora.rasey@iowa.gov Office: 515-725-0648 Cell: 515-419-2088
 - b. W. Scott Dryer Email: scott.dryer@iowa.gov Cell: 515-402-8700

5. Other items

- a. [Wellbeing learning](#)
- b. [Creating Meaningful & Sustainable School Climate & Culture](#)
- c. [Feedback process: The Feedback process: Transforming for Professional Learning](#)
- d. [Amplify my impact](#)



Elena Aguilar
@brightmorningtm

For those of us working in and with schools, this is the time of year we engage in deep reflection and refine our plans for the coming year. Use these elements to reflect on where you are now, and where you need to focus your precious time.

Five Elements Required for Coaching Programs to Be Effective

1. Define Coaching

For coaching to be successful, every teacher, administrator, and coach in a school, district, or organization needs to know what is meant by coaching—what it is, what it isn't, how coaching works, and what its goals are."

2. Articulate a Coaching Model

An effective coaching program is guided by a vision, core values, a theory of action, and more. These components of a coaching framework are ideally developed in collaboration with leaders and/or coaches in a school or organization.

3. Train Coaches

Coaches need professional development. A good teacher does not necessarily make a good coach. Coaches are experts in adult learning—coaches need training in how to work with adults and a lot of practice using these skills.

4. Focus on Foundational Skills

When providing training for coaches, focus on foundational skills including listening, more listening, and more listening, and building trust, and on the dispositions of a transformational coach. Make sure that this training is delivered by people who are experts at working with adult learners.

5. Attend to the larger issues of culture and climate at the school

Coaching can't be successful in a toxic environment. Coaches aren't miracle workers, and if the climate at the school is not conducive to being a learning organization, if everyone is angry and afraid and shut up in their rooms, then coaches will struggle.

10:15 AM · Jun 24, 2020 · MeetEdgar

e.

- 6. Next meeting: 8/28 (9-11:30)
- 7. Adjourn