Welcome:
Attendees:
Dr. Bill Siebers, Chief Human Resource Officer  Mr. Andy Crisman, President
Dawne Huckaby, Chief Academic Officer - AB  Ms. Karen Shutt, Vice President
Ms. Charlie Carter, Executive Director  Ms. Janet Kincaid, Teacher, Berthoud ES
Student Support Services  Ms. Kim McKee, Teacher, Mountain View HS
Ms. Sara Rasmussen, Director Elementary  Ms. Jill Date, Instructional Coach, Sarah Milner ES
Education  Ms. Ashleigh Crumrine, Teacher, Walt Clark MS
Dr. Melissa Schneider, Director Professional Development  Ms. Chrissy Marshall, Teacher, Loveland HS
Todd Ball, High School Principal  Ms. Kayla Steele, Teacher, Berthoud HS
Brandy Grieves, Middle School Principal
Deon Davis, Elementary School Principal

Visitors: Anne Brunton, Greg Grote

Purpose:
Create solutions and recommendations for 2020-21 school year negotiated items
1. How can we recruit and retain highly qualified and effective professionals?
2. How do we structure time within the school day to maximize student learning and teacher effectiveness?
3. How can we provide opportunities for effective professional development within the district?
4. How do we provide a continuum of services that ensure a safe learning and teaching environment to meet the needs of a diverse student population?
5. How can we empower schools/departments to effectively utilize Collaborative Decision Making?
6. What are the quality working conditions for specialized programs and schools?
7. How do we support students with the transition to Elementary Schools, Middle Schools and High Schools?
8. How do we help support the Professional Concerns Committee’s efficiency and PCC charges?
9. How do we address Memorandum of Understanding cleanup?

Agenda:

- Welcome and purpose
  Increased understanding of questions
- Check-in, Grounding
- Interest-based Process Review
  - Story
  - Interests
  - Options
  - Criteria
  - Straw Design
  - Evaluation Implementation

2 + 2 Updates
- Put critical questions in order based on feedback from March 5 large group meeting

- Environmental scan
  - Loss of 245 students throughout district mostly high school – trend
  - March 19 – “Day of Action” TSD Spring Break
**Relationships matter.**
Together, we collaborate and create solutions to 2020 negotiation questions.

- **2020-21 Norms Discussion**
  - Reviewed norms consensus from last meeting

- **We will...**
  - Keep a broad view.
  - Be good representatives and remember our audiences who are not in the room.
  - Be on time.
  - Provide notification and catch up if absent.
  - Understand and follow small group and visitor protocols.
  - Keep focused on purpose and Interest-based process.
  - Be present and participate in the work.
  - Take care of personal needs.
  - Communicate to the public through a spokesperson.
  - Use consensus and conduct temperature checks along the way.
  - Honor small group and committee work.
  - Keep in mind that we don’t agree on anything until we agree on everything.
  - Listen to understand first and respond second.
  - Honor talking time. All voices need to be heard.
  - Ok to voice strong opinions.
  - Take risks.
  - Use your voice; all voices have space to contribute.
  - Ask questions and seek clarification as needed.
  - Presume positive intent.
  - Treat others with respect and value all voices and perspective.
  - Respect others’ opinions and experience.
  - Keep a sense of humor.
  - Celebrate successes!

  ✓ Large group approved norms consensus

**Question 8**
- How do we help support the Professional Concerns Committee’s efficiency and PCC charges?

**Story:**
- Charges and language include: monitor, review & evaluate
- Re-evaluate purpose of committee, charges and efficiency
- Communication

**Interests:**
- Making sure that certain chronic issues have a forum for discussion
- Revisit purpose of PCC
- District staff understand how and when to bring something to PCC
- Clear communication about how to resolve problems (process) and the outcome of PCC problems
- Increase the effectiveness of group and take action

**Options:**
- Create more global charges for PCC
- Make charges actionable/give PCC impact/power
- Define scope of authority/power of PCC and tool to evaluate effectiveness
- Create a clear process of bringing issues to PCC (flowchart)
- Add P/T variance and SBSDM forms to handbook

**Criteria:**
- Purpose of it and where district is now
- User friendly
- Clearly defined intent
- Improving communication

**Straw Design:**
- All previous PCC charges will be redlined moving forward
- Focused charges
- Charges will have a specific purpose
- Evaluated annually during negotiations
**Question 7**

- How do we support students with a transition to elementary schools, middle schools and high schools?

**Story:**
- Background given on transition days for 6th and 9th grades
- Calendar survey results were favorable for kindergarten transition day
- Transition day prep work
- 5th grade and 8th grade students visit schools

**Interests:**
- Maximizing the probability of success for our kindergartners
- First day is a positive experience for the kids and they are excited
- Educating the BOE on the transitions our district has
- Making sure the transitions for all stakeholders are valuable
- Honoring stakeholder voice

**Options:**
- Buildings have the flexibility to do what they need to meet needs of students
- Majority of staff supports transition days
- Give each level (E,M,H) a day to transition kids
- Host a “Chadwick Process” for kindergarten teachers and come to consensus on what their options are (what the sandbox is)

**Criteria:**
- Determine who’s responsible (department)
- Affordable
- Timeliness

**Straw Design:**
- Buildings need autonomy to do what works for their building
- Brainstorming forum for all transition days – teachers & administrators
- Expectation is all building staff support on transition day

**Future Timelines**
- Future Negotiations Meeting Dates
  - March 30, 2020 – 8:00 a.m. to 4:30 p.m. Board Room, Room 128 and 132
  - April 9, 2020 – 8:00 a.m. to 3:30 p.m., Board Room, Room 128 and Room 132
  - April 10, 2020 – 8:00 a.m. to 4:30 p.m., Board Room, Room 128 and Room 132
  - April 30, 2020 – 8:00 a.m., Board Room, Room 128 and Room 132
  - May 4, 2020 – 8:00 a.m., Board Room, Room 128 and Room 132

**Thought Catcher**
- For the future, move the First Amendment to front of the MOU