



**Mission:** *Provide excellent, challenging learning opportunities and experiences that prepare each student for success.*

**Vision:** *To be Wisconsin's top performing urban school district that is highly regarded for continuously exceeding all expectations.*

**Strategic Direction:** Enhance the leadership and expertise of all staff through professional learning and collaboration.

**Project** Professional Learning Strategic Project Team Meeting  
**Date** Wednesday, March 16, 2016  
**Time** 4:30 PM – 6:00 PM  
**Location** Education Support Center – ESC 100A  
**Team Leaders** Julie Housaman, Assistant Superintendent of Teaching and Learning  
 Jen Navarro, Coordinator of Organizational Training and Development  
 Deb Giorno, Assistant Principal at Bullen Middle School

**MEETING MINUTES**

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**Decisions Made**

1. Teacher effectiveness tool would be out-of-scope.
- 2.
- 3.

**Action Items:**

Description	Responsible	Due By
1. Create a third draft of the “operationalized” strategic direction using the notes and progress from each of the three working groups.	Sarah Smith, Amy Garrigan Jane Larsen	Post on Google Doc by <b>8April16</b>
2. Provide input into the following: What questions might existing resources (research, literature, benchmarks, best practices) help us answer about our work with the strategic direction? Example: Do we know what other school districts are doing to align professional learning with competency assessment?	All	Post to Google Docs by <b>8April16</b>
3.		

**Project Phase =** Operationalize Strategic Direction Statement – move toward working draft

**Overall Project Status =**  Red = Concern (behind schedule)       Yellow = At Risk (might fall behind schedule)       Green = On Track

Meeting Attendees Team Members

Materials Needed Project Charter

Agenda Item	Owner	Discussion Points
Agenda Review	Joe Bruce	<ul style="list-style-type: none"><li>• Additions</li><li>• Comments regarding meeting notes</li></ul>
Review Key Terms of Directive (Homework)	All	Review Team Charter in context of underlying meanings.
Refine and Operationalize Strategic Direction	All	What is meant by the <i>Strategic Direction Description</i> ? a. What will success look like? b. How will it be measured?
Next Steps	All	<ul style="list-style-type: none"><li>• Review open issues and assign follow-up actions</li><li>• Next meeting: <b>April 14, 2016</b> 4:30 pm – 6:00 pm</li><li>• Agenda items</li></ul>
Meeting Debrief	Joe Bruce	+   Δ
Close	All	Summarize Decisions, Actions, Next Steps