

**Task Force on Professional Levels and Competencies [PLC Task Force]
July 30 & 31, 2009
Living History Farms
West Des Moines, IA**

Decisions

- Re-affirmed three levels of competencies for assistant teachers
- Re-affirmed the distinction between the teacher and assistant teacher roles
- Confirmed the importance of being able to easily move from the assistant teacher to teacher role so a career ladder is available for those who might choose to transition from assistant teacher to teacher
- Approved as draft the performance levels and core competencies developed by the PLC Task Force for Iowa teaching staff

Meeting Notes

Opening Remarks – Penny Milburn, Consultant, Iowa Department of Education

Penny welcomed everyone and thanked them – especially Work Group chairs - for their hard work. She noted that all Task Force and work group members, including those external to the Task Force, will be acknowledged in the Final Report on their work.

Based on suggestions received during the June PLC Task Force meeting, external reviewers have been selected to examine the task force's teaching staff performance levels and core competencies after they are approved as draft at the conclusion of this meeting. External reviewers (both within and outside the state) will be given criteria to assess the content and technical accuracy of the document. The input received will be reviewed at the August 27th meeting.

Open Forums, as suggested by the ECI Professional Development Steering Committee, have been scheduled in multiple locations during September and early October, allowing for public comment from across the state. The input sessions will be hosted by PLC Task Force members in conjunction with statewide meetings already on the calendar as well as in selected regions across the state.

Finally, Penny informed members that due to a new assignment, Kent Ryan has resigned his role as a Task Force member. He will be requested to serve as an external reviewer.

Agenda Review – Stacie Goffin, PLC Task Force Facilitator

Stacie reviewed the meeting agenda, highlighting that the task force was now entering a new phase in its work. She underscored that achieving the meeting's outcomes would be dependent on on-going interactions among task force members to discuss and reach consensus on individual core competencies. She noted that by the conclusion of the meeting, the teaching staff core competencies would be approved as Draft and forwarded for external review.

Two task force meetings remain: August 27 and October 21. At the August meeting, members will review and revise their draft core competencies based reviewer feedback. At the October meeting, Task Force members will review the input from state stakeholders and finalize its recommendations (recommended performance levels and core competencies for teaching staff and any accompanying recommendations) for submission to the DE.

Insights Gained from Work Group Experiences

Members shared insights gleaned from their external work groups (PLC Task Force members and other state professionals). They expressed the need for competencies to be general enough to be applied to different settings. Members also noted external work group members' continued desire to be involved with the Task Force's work. Work Group Chairs were encouraged to share the core competencies draft with external work groups following the August meeting as part of their efforts to gather input on their work. Findings can be shared at the October meeting.

Teacher Panel

Dorothy Anello, a voluntary preschool teacher at the Child Development Center, Children and Families of Iowa, attended the Task Force meeting to share her thoughts on the emerging core competencies for teaching staff. Dorothy shared her thinking regarding the adequacy, usefulness, appropriateness, and applicability of the core competencies.

Relationship between Performance Levels of Teachers and Assistant Teachers

In considering a career ladder for assistant teachers, the PLC Task Force approved the following – and additional – foundational decision:

- The presence of three performance levels for assistant teachers was confirmed;
- No intersection point will exist between the teacher and assistant teacher performance levels.
- The gap between the third performance level of assistant teachers and the first performance level for teachers must be easily traversed so assistant teachers who so choose may easily move from the assistant teacher to teacher role

Revising and Finalizing Core Competencies for Teaching Staff by Level, Role and Age Cohort

In their internal work groups (Task Force members only) and as a whole, members refined and finalized their emerging core competencies for teachers and teaching assistants. This task included review of the emerging core competencies against state-relevant programs, personnel, and early learning standards to ensure alignment and identification of omissions.

At the meeting's end, members unanimously approved their proposed performance levels and core competencies for teaching staff as Draft and ready for external review.

Towards a Defined System of Professional Development for Iowa's Teaching Staff: Strategizing Recommendations and Next Steps

In an effort to plan for the future of the Task Force's work, members deliberated possible next steps for their work to ensure that it would become a centerpiece of the state's comprehensive early care, health, and education professionally development system. Possible recommendations to accompany the proposed performance levels and core competencies were identified, as well as possible next steps for moving forward with the Task Force's work.

Next Steps – Stacie Goffin, PLC Task Force Facilitator

Stacie reminded members of their final two meeting dates: August 27th and October 21st. The draft core competencies will be sent to external reviewers.. Stacie will prepare a summary of their feedback for members in addition to providing copies of the information received. The Master Template of core competencies will now be reformatted to make the document more readable for reviewers and others.

Adjournment

The PLC Task Force meeting was adjourned at 3:28 p.m.