

Professional Learning Team Meeting Notes
[AUHSD Pro Learning Calendar](#)

11-20-20

Present in meeting: Fujimoto, Switzer, Powers

Topic	Notes
5Cs Coaches Workshop Debrief	Group padlet work: https://padlet.com/fujimoto_d/zr4cz9nwgkwyvu2r Jamboard Link: https://jamboard.google.com/d/1hfi1qa60m_ohlys_vsZ72d84gajEOtd0_nfYtn515rM/edit?usp=sharing Reviewed the comments from 5Cs Coaches: • Perhaps a 2-day PL (Day 1 like Oct. 29 and Day 2 follow up where teachers implement and bring what they have done to share, troubleshoot, discuss, etc.) • Groups are already set up so can easily replicate for another round of PL with teachers
Districtwide PL • Implicit Bias • eKadence • Other PL	Implicit Bias training will take place at the beginning of next school year; could begin with 18-minute training module from Keenan. Follow up to this would be a district wide PLC we create, share with 5Cs coaches. Train Admin and 5Cs coaches to deliver this PLC. This will not go as deep as our training led by Seema and Valerie since we are not trained facilitators in implicit bias. Also need to start thinking about the how and when of eKadence training.

11-13-20

Present in meeting: Fujimoto, Switzer,

Finalize agenda for 5Cs Coaches workshop 11/19

- 9:45-9:50 Welcome/Quick Check In
- 9:50-10:50 Instruction, Curriculum, Pedagogy in Hybrid (Mike -until 10:50)
- 10:50-11:00 Break
- 11:00-11:40 Debrief the AUHSD Collab PL
- 11:40-12:00 Equitable Classrooms Intro (Jamie Poskin)
- 12:00-1:00 Lunch
- 1:00-2:30 Nearpod EL Training

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Hybrid Model Ideas: Mike Switzer will lead this part

Debrief Outcomes of Oct. 29 PL

- What went well?
- What common themes/patterns in what the teachers are asking for?
- How do we make it better?
- Where do we go from here?
- Discuss eKadence PL - what does it look like?

10-30-20

Present in meeting: Fujimoto, Yett, Switzer, Patino

Debriefed the AUHSD Collab PL from Oct. 29 (see link for notes)

<https://docs.google.com/document/d/1uLWfpkGQZVSxZLxdOAbZ2KF-dhcdIHemXhXuQAdT5Og/edit?usp=sharing>

Next 5Cs Coach Workshop (November 19) Agenda Topics:

AM Session - 9:45AM-12:00, Lunch 12:00-1:00PM

- Debrief the AUHSD Collab PL with them (summarize Exit Survey Results)

https://docs.google.com/forms/d/1fdR-yxhQfDYUKxT2NlgY6t1BPTqff_5z6XZV4tCQlXw/edit?ts=5f9aebb5&qxids=7757

- Discuss next steps for future PL (Workshop Topics, eKadence)
- K20 Resource website (Is this something we want to explore at this meeting?)

PM Session (1:00-2:30)

- Nearpod EL Training (Zoom Link)

Notes: 10-23-20

- Final preparations for AUHSD Collaborative Professional Learning (Oct. 29)
- Review the timeline and tasks

<https://docs.google.com/document/d/1UkVhiUV44MTbNILJGxwib453inQ6BfmRjBAeqztfqIs/edit?usp=sharing>

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10-15-20 Professional Learning Workshop Slideshow:

<https://docs.google.com/presentation/d/1hEOkKWtrKVjyahSk6JBuzUwDQLciolfvj6SCQbkrhs/edit?usp=sharing>

Notes: 10-9-2020

Present in meeting: Fujimoto, T. Olson, Spykerman, Yett, Switzer, Patino

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Finalize Workshop Agenda:

9:45-9:50 - Welcome/Community Builder (Tracy and/or Jessica?)

9:50-10:00 - Recap of previous meeting; overview of the day; objectives for the day

10:00-12:00 - Break out into teams to work on tasks to prep for Oct. 29 (11:00am check in)

12:00- 1:00 Lunch

1:00-2:00 - Supt. Matsuda Presentation (talk to him ahead of time to find out topic of conversation - we may need to provide a space for them to process)

Prep Work for Oct. 29:

- Create Groups for Workshop Presenters (individual 5C coaches)

4 Teams will be Created to complete tasks (color coded): Share with coaches

- Create Google Form for teachers to Register ([starting point form-click here- MAKE A COPY](#))
 - Include an automatic form response that includes the Group Code
 - need Form Ranger Add On - you can cap how many people can sign up for each session - once cap is reached, the session disappears). (<https://www.youtube.com/watch?v=OK6sca-fZto&t=4s>)
 - Add Google form links to Google Registration Sheet
- Establish workshop objectives
- Common Digital Norms
- Create Template Version
- Create Google Feedback Form (post workshop)
- What will sign in/attendance look like? ([starting point form-click here- MAKE A COPY](#))
- Do we record sessions? - Yes
- Craft generic welcome email (which includes the Code for the Group);
- Create a 1-Pager, screenshot of how to Join a Schoology Group
- Opportunity for 5Cs Coaches to share presentation for feedback as needed

Sites Represented: (14)

[Link to AUHSD Collaborative PL workshop spreadsheet](#)

Magnolia

Loara

Anaheim

Kennedy

Katella

Sycamore

South

Oxford

Ball

Dale

CVA

Orangeview

Gilbert

Savanna

Western

Cypress

Lexington

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Not Participating:

Walker

Brookhurst?

Hope

Email 5Cs Coaches: To maximize our time together next week in preparing for the Oct. 29th Anaheim Collab PL, please reach out to your workshop presenters so that we have all the information we need to finalize the Workshop offering. Fill in any more workshop presenters and descriptions. Jessica has added a sheet "Workshops sorted by school" to make it easier for you. Here is the link:

https://docs.google.com/spreadsheets/d/1PREdAqHHN_DiM1N1WFeI4pgi9bGSLuMLfoJiQBbVJJE/edit?usp=sharing

9-17-20 Professional Learning Slideshow:

<https://docs.google.com/presentation/d/1BoY4dk1-wdX9rXz7dtv4lkrE1XKoVFVIVVTc3BlwYqc/edit?usp=sharing>

Notes: 9-10-2020

Present in meeting: Fujimoto, T. Olson, Spykerman, Yett, Switzer, Patino

Workshop Details:

Part 1: (9:45-10:30)

- Welcome back and turn cameras on
- Acknowledge their workload What are you being asked to do at your sites?
- Note: 2 Non-negotiables: 1) Provide PL and 2) System of Support for New Teachers/Candidates
- What would be the best use of your time? How are you feeling? What can we do for you? Who do you connect with when you are feeling overwhelmed? Maybe we need to ask them what their work should be in the coming months. Work at their sites? Work beyond the sites.
- What would be the best use of OUR time together as a 5C coach/curriculum specialist community?
- Check In (survey?) - take this time cameras off, quietly work, thumbs up when you're ready
- Share out - what's working and what's not

Yes, we agree our teachers need PL: Who is involved? How do we work together as a community to strategically provide what is needed for our teachers and students?

Explain: Here was our plan - Explain learning loss mitigation funding came at the end of our summer - not ideal but it was out of our control. We don't want it focused just on the "tools" because these might not be around next year - the focus should be on the 3 pillars.

If you were to develop a workshop (as a team, partner, etc.) would you be willing to open it up to other teachers beyond your school site?

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Part 2: (10:30-12:00)

2 min interval with 10 sec rest- youtube video upload: <https://youtu.be/wYN35OJJuYc>

Nearpod - the focus is on the instruction/pedagogy and how a tool can support it. We want the pedagogy to stick - teacher presence, community, etc.

TeachFX will provide training during 2nd part of workshop

Notes: 9/4/2020

Present in meeting: Fujimoto, T. Olson, Spykerman, Yett, Switzer

Wildly Important Goals (WIGs): Community, Teacher Presence, Course Routines and Predictability

Next Steps:

Discussed how to best support 5Cs coaches - planning for Workshop:

What are you being asked to do at your sites?

What would be the best use of your time?

How do we collectively work smarter?

How are you building community (activities)?

How are you creating a strong teacher presence?

How do you create routine, structure and predictability in your course?

What are some Edpuzzle videos you have already created (please share).

Attendance hacks

Best apps for your time

Who uses which apps at your site?

Notes 8/12/2020 5 Cs Coaches planning :

Present in meeting: Diana Fujimoto, Jessica Yett, Mike Switzer, Tracy Olson, Julie Spykerman, Rueben Patino

Wildly Important Goals (WIGs): Community, Teacher Presence, Course Routines and Predictability

Next steps:

Julie- graphic organizer

Switzer - work on discussion thread

Yett- Make article in Google Doc

Diana- Make survey for 5Cs coach

Tracy- make folder for Public Chat and Shared Notes

1. Google Form of schedule
2. Discussion thread
3. Article

In your realm of influence,

What are you doing?

What are you planning on doing?

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What would you like to do that you don't know how to do?

<https://www.edutopia.org/blog/addressing-our-needs-maslow-hierarchy-lori-desautels>

Notes:

Present in meeting: Diana Fujimoto, Jessica Yett, Mike Switzer, Tracy Olson, Julie Spykerman, Rueben Patino

Wildly Important Goals (WIGs): Community, Teacher Presence, Course Routines and Predictability

Next Steps:

Build community - a structure

Read the article reflecting on personal lens of how are you feeling... - for the self reflection - this is not for us (pen to paper). We're really giving them a chance to check in with each other. And then maybe even pick one and then do one of the pillars - what resonates with them in breakout rooms, and then some

Why not just ask if folks would open the training they give their own teachers to other teachers. What training have you done, would you be willing to offer it to other teachers in the district, would you be more comfortable working with a partner? If we have people who are - they can answer questions rather than doing a whole workshop - would you be willing to be available as a resource to answer questions?

Bobbi Flores has pulled together a list of "how to videos" - this is a model

-Drawing the connections

If you do just one thing today, find time to rest your body and unwind your mind. It's good for you, and good for those around you. - Headspace Mindful Moment
