

## *LFMD Executive Board – Meeting Agenda*

<b>Date:</b> February 6, 2014		<b>Participants:</b>	
<b>Time:</b> 1:00 – 3:00 p.m.			
<b>Location:</b> Carver Center, AACPS			
<b>Working Agreements:</b> 1. Participate enthusiastically 2. Listen actively 3. Take risks 4. Be open to outcomes 5. Work cooperatively 6. Do your homework			
Agenda Items	Purpose/Outcome	Person Responsible	Time
<b>Welcome, Minutes, and Agenda Review</b>	<ul style="list-style-type: none"> <li>◆ Review and approve minutes from previous meeting.</li> <li>◆ Review and adoption of the meeting agenda.</li> </ul>	Jackie All	5 minutes
<b>Officer Reports</b>		Jackie	
<ul style="list-style-type: none"> <li>• President’s Report</li> </ul>	<ul style="list-style-type: none"> <li>◆ Read, discuss, and approve reports of officers and committees.</li> </ul>		10 minutes
<b>Old Business</b>		All	
<ul style="list-style-type: none"> <li>◆ June 2, LFMD Workshop -fees &amp; flyer approval</li> <li>◆ New Format for Awards flyer</li> <li>◆ Common Ground 2014</li> <li>◆ LFMD webpage</li> </ul>	<ul style="list-style-type: none"> <li>◆ Continue discussion/decisions regarding Old Business items.</li> <li>◆ Discuss AK involvement and participation in CG</li> <li>◆ Review Flyers for June 2 (Announcements and Awards)</li> <li>◆ Planning for June 2 cost, sponsors, etc.</li> <li>◆ Telephone conference with Jeff Newhouse 2:00 pm (see proposal bid) <a href="tel:703-719-0778">703-719-0778</a></li> </ul>		50 minutes
<b>New Business</b>		All	
<ul style="list-style-type: none"> <li>• LF 2015 Conference</li> <li>• Partnership with Modern Teacher</li> <li>• 2014 TPLII &amp; MSDE</li> </ul>	<ul style="list-style-type: none"> <li>◆ Selection of LFMD member to sit on Committee</li> <li>◆ Selection of potential LFMD members for nomination to Committee</li> <li>◆ Initial discussion on use /partnering with Modern Teacher (see email from vendor below)</li> <li>◆ Discussion on LFMD involvement</li> </ul>		40 minutes
<b>For the Good of the Order</b>	<ul style="list-style-type: none"> <li>◆ Establish action log for “open” items</li> <li>◆ Suggest agenda items for next meeting</li> <li>◆ Schedule next meeting</li> </ul>	All	15 minutes

Please remember to post updates on the Executive Board BlackBoard Community.

Next Meeting for June 2: February 18 via Skype with Fred Brown, Dale Hair, Heather Lageman & Andrea Zamora

Next Board Meeting:

#### Bid on Web Design from Jeff Newhouse

We have reviewed your website and it is a little hard to determine exact costs. We talked briefly when you initially called us about updating and other things, but I am not sure we got answers on some of the things that will allow us to give you an exact estimate. As it stands, I would say that we can get you setup with about 40 hours of labor at \$90.00/hour. This would be about \$3600 minus a 15% non-profit discount or \$3060.00. We would use the basic outline of the LFVA website as the starting point. Hosting would be about \$25/month or about \$300.00 per year added to your costs.

Other items that might drive the pricing a little higher would be whether you would be making updates or if you would want HRTEC to make periodic updates. Content is always a big item in how you are going to collect, display and keep your website updated. If you want to make the updates to certain portions of pages, we would have to set up Content Management System (CMS) which would add some further hours. If you elect not to use a CMS and have HRTEC update, we would need to increase the monthly hosting costs to a higher level depending how frequently you think you would be making changes. If we start with the latter and moved to a CMS, we just have to be aware of this to plan for the eventual movement to a CMS. There would also be some licensing fees for the CMS if you elect to move to that. Although fairly insignificant, about \$100/license, we would need to know how many licenses you would need. To sum up, you are looking about approximately \$3060-\$4000 to get an updated website and hosting for the first year. Following years would be just the hosting fees...

Jeff Newhouse, Chief Operations Officer

HRTEC, Inc.

[703-719-0778](tel:703-719-0778)

#### Modern Teacher Review from Heather

Hi Heather,

It was great to have a chance to chat by phone last week. I hope all your travels have gone smoothly and you haven't been disrupted too much by the weather!

I sent a package to you by mail which I hope you have received. As you can tell, I am very excited about the Teacher as Architect collection and Digital Resource Library, and how it is already being used to facilitate PD activities at schools and across districts in several states. As you know, it's being used extensively at Baltimore County, and we're beginning to work with districts in Virginia as well as the VA LearningForward affiliate.

I have attached a Teacher as Architect brochure and description of PD services that Modern Teacher provides. It is a collection of professional learning resources that district leaders, instructional coaches and even individual teachers can use to support their transition toward 21st century classroom and skills. The collection is organized around the Teacher as Architect book that was written by our founders - 3 former educators from across the country that ultimately came together at Chicago Public Schools.

I'm including some other attachments that may give you a better sense of the collection - an excerpt from Teacher as Architect called Mr. Sullivan's Story - a sample of one of the brief vignettes that begin each chapter. The attached Introduction describes more about the organization of the book's chapters and resources. You can also click here for a link to Mr. Sullivan's Story<[http://www.eschoolsolutions.com/wp-content/uploads/2013/03/Sullivans\\_Story\\_INDD.pdf](http://www.eschoolsolutions.com/wp-content/uploads/2013/03/Sullivans_Story_INDD.pdf)>

We also have a "Guest" access feature for the Digital Resource Library (DRL), which gives limited access to preview the materials and content. I appreciate your feedback if you have a chance to take a look. This is the initial release of the DRL, and many more features for individual users, Leadership tools and other resources are coming this fall.

#### GUEST ACCESS

Go to <https://www.teacherasarchitect.com/> and choose the pink "Look Inside" button at the bottom. You will be able to explore the system and see the structure of the PD Kits, Tools, Publications and Pathways. Some of the content in the Library is "unlocked", and you can review and share with others as a preview of the type of materials available within the Library.

The digital Questioning Flip Book is unlocked and available to review: <https://www.teacherasarchitect.com/tools/questioningflipbook>  
Once logged in, choose Tools >> Questioning Flip Book

The PD Kit for Core Principle 1 / "Rigor" is unlocked and available to review:

<https://www.teacherasarchitect.com/pdkits/coreprinciple1/rigor>

Once logged in, choose PD Kits >> Core Principle 1 >> PD Activity 4. Questioning Strategies

The PD Activities for Using Video in the Classroom are unlocked: <https://www.teachersarchitect.com/pdkits/partners/safarimontage>  
\*\*Although these reference Safari Montage, they can also be used generically to facilitate activities to support teachers in transitioning toward the use of digital resources such as video in their lesson design & delivery.

Once logged in, choose PD Kits >> Partners >> Best Practices for Using SAFARI Montage(r) >> PD Activity 1. Using Video in the Classroom

As I mentioned, we also have some exciting new content coming this spring for district Leaders, and online courses for teachers for independent or blended learning. I've attached a chapter excerpt from the upcoming publication "The Ask & the Architect", a leadership companion to TAA.

Thank you for taking a look! Please feel free to call me anytime with questions. Would love to explore how we can support LFMD initiatives!

Andrea

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Advocacy : Heather Lageman

<The Educator Preparation Reform Act\_Senate Bill 1062 House Bill 2172.pdf><Effective Teaching & Leading for Student Success Act\_Senate Bill 1063 House Bill 2173.pdf>