North Wasco County School District 21
District Professional Learning Team
Operating Protocols

Mission Statement:
“Graduating all students to be college and career ready; challenging, inspiring, and empowering them to be healthy and productive citizens.”

Vision Statement:
North Wasco is a premier school district. We provide students a rigorous and relevant education with schools performing academically in the top 5% of the nation. Our students are inspired by a talented, innovative, and highly effective staff that values continuous professional growth. Our district graduates citizens who are ethical and motivated to achieve their limitless potential. North Wasco is fully embraced by the community reflecting its health and well-being.”

For the purpose of enhancing teamwork among members of the District Professional Learning Team and between the District Professional Learning Team and the schools, we, the members of the District Professional Learning Team do hereby publicly commit ourselves collectively and individually to the following operating protocol:

The Board and PLT shall:
- Focused on leading for student achievement.
- Facilitate a communication cycle from Building Leadership to the District PLT and the Board.
- Bring building priorities to the District PLT.
- Analyze data from the District Continuous Improvement Plan and Effective Educator evaluation system and use the analysis to create a plan for increasing teacher effectiveness and student achievement.
- Dedicate their efforts toward the success of the students and staff of the District.
- Operate in a positive, honest and transparent manner.
- Treat others with dignity and respect.
- Represent the District throughout the community.

Follow the chain of command:
- Board acts only as a body. Individual board members do not have authority. Only the board as a whole has authority. When board members serve on various school committees their role shall be defined by the board as silent observer or active participant. In District Professional Learning Team meetings the Board is an active participant.

Communication:
- Communication between staff and the board is encouraged as long as it follows board policy. The board and PLT recognize that ‘good’, ‘timely’, ‘open’ and ‘constant’ communication regarding agenda items is extremely important.
  - Commit to communication that promotes openness, understanding and inclusion of the diverse perspectives of the District and community.
  - Effectively and tactfully use a variety of communication tools.
- Clearly indicate that he/she is voicing his or her individual opinion, and not speaking on behalf of the school leadership team, if discussing areas for which there is no existing agreement from the school leadership team or with prior directions from the school leadership team.
- Don’t spring surprises on other PLT members or the Board. There should be no surprises at a PLT meetings. We agree to ask the superintendent to place an item on the agenda instead of bringing it up unexpectedly at the meeting.

**Annually conduct a self-assessment/evaluation:**

- The PLT will address its effectiveness by yearly self-evaluation and by addressing itself to any individual problems, such as poor meeting attendance or lack of follow-through on assignments.

**Clearly state goals:**

- The PLT will set clear goals for itself. The board and superintendent will set clear goals for the District.

**Own the collective decision making process:**

- Once a decision is made by the PLT it will be supported by board members, the superintendent and the District Professional Learning Team.

**Children’s interests come first:**

- The PLT will represent the needs and interests of *all the children* in our district.

**Meeting protocol:**

- PLT members will come prepared for the meeting by having read all packet materials. If additional items are provided during the meeting, the PLT will take time to review them before taking action.
- Conduct at a PLT meeting is very important. We desire to have a legacy of a well-functioning, effective PLT. We agree to avoid words and actions that create a negative impression on an individual, the board or the district. We will be open minded and willing to ‘deeply listen’ to all speakers/presenters. We agree that we can disagree and will do so using common courtesy and respect for others.

**Avoid marathon PLT meetings:**

- To be efficient and effective, long PLT meetings must be avoided. Points are to be made in a few words as possible; speeches at PLT meetings must be minimal. If a PLT member believes he/she doesn’t have enough information or has questions, they may place their questions or request on the parking lot poster. The request or question will note if this is a possible agenda item for the next meeting or if immediate feedback is needed.

**Practice efficient decision-making:**

- PLT meetings are for dialogue, decision-making, action and votes, not endless discussion.
  - Specify timeframes for agenda items
  - Have a specific ending time for PLT meetings.
  - If PLT discussion is at the specified ending time, we will ask for consensus of the PLT members to continue or postpone discussion item until the next meeting.
Affirmed by the District Professional Learning Team on Monday, November 9th, 2015:

Candy Armstrong, Superintendent
Anne Shull, Principal, CES
Katie Ortega, Teacher, DH
Kassee Lynch, Teacher, CES
Brian Schimel, Mosier Schools
Mary Ruth Stranz, Teacher, TDMS
Robert Wells-Clark, Teacher, TDHS
Dean McAllister, School Board
Lori McCanna, School Board
Jary Snodgrass, Director, Special Ed

Penny Grotting, CGESD, Asst Supt.
Theresa Peters, Principal, DH
Kay Fortin, Teacher, CW
Nick Nelson, Principal, TDHS
Erich Dorzab, Teacher, TDHS
Justin Rodecap, Teacher, TDMS
Tegner Weiseth, Teacher, TDHS
John Nelson, School Board
Kathy Ursprung, School Board

Carol Roderick, School Board
Sharon Bonderud, Principal, CW
Kirky Stutzman, Teacher, CES
Sandy Harris, Principal, TDMS
Joan Hutchinson, Teacher, TDHS
Brian Goodwin, Principal, WCS
Ty Haight, Teacher, TDHS
Ernie Blatz, School Board
Eric Nerdin, School Board