

**Howard-Winneshiek Schools**  
**Teacher Quality Committee (TQC) Meeting**  
**January 11, 2024 3:45-4:15 pm. Boardroom**  
**Doug Sickles, Lisa Dursky, Terri Brennan, Jenny Butler, Holly Fish, Kim Kerian, Robyn Lane, Kris Einck, Doug Sickles**

1. Review TQC funds
  - Balance at 6/30/2023 - \$161,392.87
  - FY24 Funding - \$84,408
2. Look at ideas from the last meeting on how we might use the money. Other ideas?
  - a. Currently teachers can log up to 8 TQ hours?
    - i. Doug suggested upping it so teachers can get paid for more hours as an example
  - b. There is currently 1 day for TQ on the next calendar year
  - c. Proposal
    - i. 1st eight hours are choice
    - ii. 2nd eight hours are tied to building/district goals
      1. Can be Group or individual
3. Can we rename the PD Hour document to "Make Up Hours"?
  - a. Team decision was yes for clarity
4. TQ form examples:
  - [Example of Keystone's TQ Form](#)
  - [Another District Example](#)
  - [Current District Form](#)

Kim and Holly will mock up a form to share with the team

  - Can add estimated materials if needed so that it is also on this form
5. Further discussion
  - a. Adding another TQ day set aside for teachers that maybe teacher leaders can help with sessions of focus etc.
    - i. Options thrown out:
      1. January 2nd, 2025
      2. Nov. 27h
      3. August 16
      4. April 21
  - b. TQ dollars can also be used to pay for speakers to come in etc.

**Teacher Quality Committee (TQC) Meeting  
December 7, 2023, 3:45 pm. Boardroom**

**Persons present: Nick Ferrie, Kris Einck, Robyn Lane, Holly Fish, Terri Brennan, Doug Sickles, Kim Kerian, Lisa Dursky, Jenny Butler**

**Agenda/Minutes**

6. Review TQC funds
  - Balance at 6/30/2023 - \$161,392.87
  - FY24 Funding - \$84,408
7. TQ day for the 2024-2025 school district calendar is set for August 15, 2024.
  - a. Eagle Bluff Team Building Day idea
  - b. Collaboration time for teachers incorporated
  - c. Time for Staff to work on building goals (non contractual time) - teachers make a proposal
  - d. Teachers could work on it over summer or out of contract time
  - e. Want to use the money on teachers
  - f. Keep the 8 hours and make extra hours - teacher choice for working on building goals
  - g. 1 day = \$35,000 (salary, FICA, IPERS for one day)
  - h. Teacher's can apply and the team can approve or not approve their proposal
  - i. TQ hours can pay for motels and conferences
  - j. Needs to be purposeful and meet the building goals
  - k. The CAP per teacher is 8 hours + 16 for building goals = Total of 24 max
  - l. First come, first serve until a certain date or dollar amount
8. Misc
9. Next meeting date and time January 11 at 3:45 p.m in the HW boardroom

[Example of Keystone's TQ Form](#)

[Another District Example](#)

[Current District Form](#)