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**Notes and Action Items from Meeting of January 28, 2013**

1. Debrief on Superintendent Tour and Industry Breakfast events- well received; raised awareness and funds; request to localize these types of events.
2. Implementation of Work Plan
	1. **Strategy 1: Learning Community and Professional Development** (Noor, Sternberg)
		1. Cross-district PLC
		2. Capture best practices – how to identify? Who decides? How do we host it?
		3. Disseminate practices: curriculum, units of study, assessments
		4. Must be district-driven (TOSA, program assistants) that have global view at district level and can help implement at classroom level
		5. Districts take turns leading the PLC
		6. Create collective wisdom
		7. Different models for delivery and instruction in every district; may be applied differently in each district
		8. Fold in pre-service teachers and industry people
		9. Studio Model (Rhoades) – could be identified as one of the best practices
			1. Take study or content; work with colleagues and industry people; come together to practice; safe environment; be the learner; best practice institute
			2. Create lab classes for STEM – more applied; mind-expanding experiences
		10. Identify STEM learning targets (Evans)
		11. Need ways to combine math and science curriculum

**ACTION:** Noor/Yoder and Steinberg will work with other volunteers to define a common framework for the learning community: assumptions, professional development models, how to identify effective curriculum and instruction.

**ACTION:** Volunteers are needed to develop the framework and make recommendations to the SMS STEM Partnership by end of March. Volunteers to date: Andy Byerly, Kevin Carr, John Yoder (per Noor), Meagan Sternberg

* 1. **Strategy 2: STEM Connector**
		1. Discuss Evergreen or Oregon Tech as lead entity. The purpose of this strategy is to connect business and community resources to teachers and classrooms. Based on Evergreen’s willingness to perform this function, and .6 FTE funds available for a position, the partners agreed that Evergreen should move ahead to fulfill this role on behalf of the partnership. Pledged funds from industry will be directed to Evergreen and Evergreen will apply for grants for this functional role.
		2. Oregon Tech and FIRST will continue to take a leadership role with facilitation, communication, grant coordination, and strategy development.
		3. Multiple partners can be in leadership roles. We should utilize appropriate partners to apply for grants or facilitate the work, based on most effective application and competitiveness.
		4. Evergreen will move ahead to develop a job description, evaluate funding and salary range, and bring back to the partnership for input.
		5. Evergreen will be the fiscal agent for this functional area of the work plan.
		6. STEM Center or Hub should be the name of the entire body of work. This function should be called something else. Solicit input on names.
		7. Biz Connect (built on CIS platform) and engage.intel.com are both possible resources for performing the connector function.

**ACTION:** Partners will suggest names for the STEM Connector role. Suggestions: STEM Collaboratory (Metro); STEM Connectory (used by Mfg 21 Coalition); ?? Please send ideas.

**ACTION:** Colligan will get a demo of Biz Connect for Evergreen.

**ACTION:** Mumm-Hill and Wood will develop position description.

**ACTION:** Mumm-Hill and Colligan will continue to pursue pledges and amend the partnership agreement to add more partners.

* 1. **Strategy 3: Dual credit, high school transitions, better pathways**
		1. Oregon Tech is moving ahead with various school districts in the partnership.
		2. All post-secondary partners will pursue this on their own, unless areas of collaboration are identified.

**ACTION:** School districts wishing to begin work on dual credit or high school transition courses at Oregon Tech’s campus should send a request to Lita.

1. Decision-making, Advocacy in Salem, Meetings
	1. Colligan presented a graphic to illustrate the relationship of the three key strategies and functions within the partnership.
	2. Mumm-Hill and Hudson explained recent legislative task force, HB2636, and conversations with Rudy Crew related to STEM Council, funding and uses and sources of funds for STEM initiatives.
	3. Funds for STEM could come from ESDs and would have a negative impact on school budgets.
	4. Discussion followed about how we make decisions, agree on positions related to bills and budgets, and avoid unnecessary competition for grants, etc.
	5. Partners agreed to:
		1. Form a leadership team that can solicit input and help formulate messages related to legislation that might impact partners.
		2. Meet quarterly as an entire partnership to get updates on status of each functional area, as well as legislation.
		3. Meet more often in sub-teams to conduct the work of the Learning Community, STEM Connector, or dual credit partnerships.
		4. Provide input on the organizational framework.

**ACTION:** Volunteer to be on the SMS STEM Leadership Team. Volunteers to date: Colligan, Mumm-Hill, Guntli (Evergreen)

**ACTION:** Send input on HB2636 to Lita.colligan@oit.edu by February 4, 2013.

**ACTION:** Colligan will post updated SMS Partner email list, notes from meeting and future meeting agendas at [www.oit.edu/STEM](http://www.oit.edu/STEM).