



April 28, 2017

Introduction

The AIW Institute will provide Authentic Intellectual Work Professional Development with the Bagley, MN School District during the 2017-2018 school year. Our work has two main goals to support the ongoing implementation of AIW in Bagley Schools:

1. Develop AIW capacity among all school staff.
2. Support local leadership for long-term sustainability.

Vision and Mission statement

The AIW Institute supports schools and districts to enhance their teachers' professional learning and individual and collective capacity to engage all students in meaningful, challenging work. Curriculum, instruction, and assessment that advance students' Authentic Intellectual Work promote higher and more equitable outcomes for diverse learners as well as prepare students for college and career, and for democratic participation.

The AIW Institute will utilize the expertise of two AIW coaches while working closely with Bagley teachers and administrators involved in the AIW initiative. The AIW Institute will:

- Provide professional development directly to Bagley AIW learning teams during the 2017-2018 school year.
- Enhance school-level and district-level leadership capacity in AIW.
- Participate in planning and local teacher-leader development.

Duties of the AIW Institute

1. Support on-site coaching and facilitation for AIW teaching teams as directed by the Bagley AIW leadership team.
2. Support continued development of district- and school-level leadership for AIW including administrators and teacher leaders.
3. Provide continued support in using the Classroom Implementation Profile (CIP) PD evaluation instrument, the Task-Student Work Correlation Process, and Innovation Configuration Maps to guide implementation and professional learning needs.
4. Provide consultation regarding the organization and substance of learning experiences, including site visits, leadership team meetings, and planning for the following year.
5. Provide learning opportunities for AIW leaders who have completed coaches training as well as build capacity for those new to AIW leadership (administration and teacher leaders) through the

Learning and Leading Cohort (previously called the “Network” day). The coaches will differentiate for participants who have previously completed a coaching curriculum and those new to the AIW leadership learning.

6. Submit all handouts and related materials necessary for AIW PD to Bagley staff in a timely fashion to meet feedback, preparation, and copying timelines for each meeting.
7. Provide 2-day course in transformation technology to assist the district in making connections between the use of technology and the AIW framework.
8. Provide leadership meetings on site after visits in the fall and winter. In the spring, all district leaders will meet together to plan for the upcoming year.

Duties of the Partnering District — Bagley

1. Make logistical arrangements for site visits, including copies, materials, and facilities.
2. Co-plan the site visits with the 2 Institute coaches and keep them informed regarding needs, interests, and concerns, as well as provide feedback during and after events.
3. Support AIW teams at each school. Teams meet on average at least 4 hours per month.
4. Ensure that building principals are members of an AIW team at their school.
5. Make a multi-year commitment to AIW PD for full staff learning and implementation. AIW Institute contracts are yearly, but can be renewed for additional years.

AIW Institute Coaches

- a. Tina Wahlert tsedconsultants@gmail.com

Tina Wahlert is an independent consultant with TS Educational Leadership Consultants. She also serves as a school improvement professional development consultant with Green Hills Area Education Agency in western Iowa. Tina has been in education for 31 years. Prior to her current position, she taught K-12 special education, reading, English, and technology for 18 years. She holds Master’s degrees in Education and Educational Administration. Tina has been serving Authentic Intellectual Work schools in Iowa and Minnesota since 2007.

- b. Susie Peterson tsedconsultants@gmail.com

Susie Peterson is a former English/History high school teacher, adjunct college instructor, and high school principal, working with several southwest Iowa schools for the past 30 years. Her MA is in English from NWMSU, and her administrative doctoral work was done at Iowa State. Susie is an independent consultant and currently partners with the AIW Institute and districts in Iowa, Georgia, and Minnesota as an AIW Coach.

Contract Fees and Services

Action	Audience	Consultants	Date	Days	Total Cost
AIW Kickoff	New Staff from all districts (estimated 5 to 6 people)	Tina Wahlert Susie Peterson	August 30	1 Day	\$750
Unit Planning Cohort	Any interested staff from any of the districts - no limit on number of attendees <i>(Note: Participants do not need to be coaches, but can be.)</i>	Tina Wahlert Susie Peterson	August 29, November 9, January 30, March 28	1/3 of 1 day x \$3000 = \$1000 1/2 of 3 days @1500= \$1500	\$2500
Site Visits, Meet with AIW teams	All staff - or as determined by the district	Tina Wahlert Susie Peterson	November 8, January 29, March 27	Three site visits: 1.5 coaches each visit	\$6750
Leadership meetings	Administrators and additional leadership identified by district	Tina Wahlert Susie Peterson		As needed on site	No cost
Coaches Network Meeting	All Coaches (already certified and in the L&L Cohort)	Tina Wahlert Susie Peterson	January 31	1 day	\$500.00
New Coaches: AIW Learning and Leading Cohort	3 participants becoming new coaches	Tina Wahlert Susie Peterson	August 28 November 9, January 31, March 28	4 days: 2 Coaches in August 1 Coach for 3 days throughout the year	\$2500.00
Technical Assistance with leadership and teams through off-site consultation	Available to all administrators and educators in the district.	Tina Wahlert Susie Peterson	Ongoing	Ongoing throughout the year	\$1500
Lodging, Travel, and Food		Tina Wahlert Susie Peterson		Lodging, travel and food for 4 trips to MN	\$3200

Logistics		Tina Wahlert Susie Peterson		Planning all visits, ongoing communication	\$1500
Sub-Total					\$19,200.00
Institute Management 15% of subtotal					\$2880.00
Total					\$22,080.00

Four invoices (each for one-quarter of total), ***September 15, 2017; December 15, 2017; March 15, 2018; and June 15, 2018***, payable within 15 days of invoice.

Steve Cairns 8-31-17

Steve Cairns, Superintendent

Date

Matt Messinger, Executive Director

Date

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