

# Charge to the ***Councils on Teaching and Learning***

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## **The MCEA Councils on Teaching and Learning**

1. Provide a vehicle for teacher discussion of, reaction to, and then communication about MCPS initiatives related to curriculum, assessment, instruction, and staff development
2. Represent the perspective of teachers at each grade level and in each subject discipline on matters of curriculum, assessment, instruction and staff development
3. Participate with MCPS representatives in collaborative problem-solving regarding matters germane to curriculum, assessment, instruction and staff development.

### **1) As representatives of teachers the Councils will**

- a) Solicit systematic feedback from teachers about anything related to curriculum, assessment, staff development or instruction about which teachers are interested or concerned
- b) Recruit teachers from within each grade level or subject constituency for joint work, focus groups, or other input into MCPS processes
- c) Collect and analyze relevant data from teachers in order to provide ongoing needs assessment for Staff Development
- d) Review and discuss curriculum and staff development plans and products during the development process prior to implementation by MCPS
- e) Inform MCPS product development with the best knowledge of existing teacher developed lessons, units and ideas and help recruit teachers for product development work on a contract basis

### **2) As collaborators and problem-solvers with MCPS, the Councils will**

- a) Participate regularly in discussion sessions with MCPS representatives about policy and practice on curriculum, assessment, instruction, and staff development
- b) Develop joint recommendations, as appropriate, to MCPS decision-makers about curriculum, assessment, instruction and staff development
- c) Assist with the dissemination and roll-out of MCPS initiatives to teachers, helping to resolve problems that arise in the implementation of and communication about new initiatives
- d) Involve teachers to some degree in product development, such as the writing of instructional guides or curriculum units on a contract basis or during the summer
- e) Engage in team-building and receive training in leadership, problem-solving and collaboration skills

There will be times when MCPS initiatives or mandates originate from sources other than teachers and the outcome will have been pre-determined by higher authorities. In these cases, the main function of the Councils will be to make sure that communication related to these initiatives is clear and appropriate and that implementation is consistent and fair. Once the Councils have been briefed and provided an opportunity to understand the mandates and offer feedback, they will be positioned to help MCPS to further the understanding of teachers in each subject and grade level constituency.

There will be other times when the outcome on an initiative will not be pre-determined. In such cases, the Councils will serve as problem-solvers, creators and collaborative decision-makers, making recommendations to the Associate Superintendents, Deputies, Superintendent, or the Board of Education.

There may be still other times when an issue, a need, or a goal, may not be on the agenda of MCPS but is a concern of teachers. In these instances, the Councils will be flagging a concern of teachers or originating an idea of teachers. The Councils on Teaching and Learning will be a source of teacher-generated ideas and agendas for consideration by the MCPS administration.

**3) To accomplish their charge, the MCEA Councils on Teaching and Learning will:**

- a) Meet jointly with MCPS representatives on a monthly or bi-monthly basis – these Joint councils on Teaching and Learning will be co-chaired by MCPS and MCEA representatives, the agendas of these meetings jointly determined. (These meetings will take place on a varying schedule, utilizing time during the day with substitute coverage, after school time with dinner, and Saturday time.)
- b) Meet separately as an MCEA governing council on a regular basis, perhaps as part of the joint meeting time, to prepare for joint council meetings and develop reports and recommendations to MCEA governance
- c) Meet as subgroups of Council members (e.g. high school math reps) to analyze data, plan communication, develop proposals
- d) Develop two-way communication processes with MCPS teachers to solicit their feedback and input
- e) Meet in person, as needed, with MCPS teachers, by constituency for feedback and communication
- f) Work individually or in groups, and/or recruit others who will work to review and/or help develop products for teacher use
- g) Participate in team building and training activities associated with the role

All of the above kinds of activities will take place both during and after the school day, and to some extent during the summer. MCEA members of the CTL will be compensated for the additional work involved in the role under a separate agreement between MCEA and MCPS.