

Meeting Minutes
Friday, April 3, 2009
Camden County Schools

Called to Order by: Ralph Evans, Director

Members Present: Carolyn Bazemore, Karen Dameron, Wanda Hunt, Susie Johnson, Lynn Lassiter, Paula Mickey, Twanna Morales, Shanna Pendergrass, Betty Pugh, Marianne Russell, and Joanne Smith.

Also present were Catherine Allen, Mollie Henderson, Jenny Jackson (Camden), Diana Lys (ECU), Karli Ruscoe (ECU), and Ralph Evans.

Members Absent: Selma Allen, Brenda Dail, Anna Howell, May Wilkins, and Brenda Winborne.

Agenda: The agenda was approved as presented (Moved by Susie Johnson, seconded by Karen Dameron, and approved unanimously).

Minutes: The minutes were approved as presented (Moved by Carolyn Bazemore, seconded by Mollie Henderson, and approved unanimously).

Budget Report: The budget report was approved as presented (Moved by Susie Johnson, seconded by Carolyn Bazemore, and approved unanimously).

Information Items: **Update Collaborative Calendar / Birthdays / Website:**
Ralph started the information session by sharing a brief video he prepared from a recent trip and emphasized that no matter how far he travels, the Collaborative is always with him. After the video he asked participants if they had any new items to post on the Collaborative Calendar. The calendar can be viewed at <http://www.localendar.com/public/collaborative>. Ralph recognized Betty Pugh's birthday from March, which because of a feature in the way it was entered did not automatically default to the new year on the Calendar. Ralph provided a brief update for several components of the Collaborative website, including the Resources, and the Virtual Collaboration Group pages.

Drive-In Conference/Retreat Dates: Ralph reminded the group that the Fall Drive-In Conference will be held at Chowan University October 10, 2009 and the Collaborative Retreat will be held January 14-15, 2010 at the Comfort Inn in Tarboro.

Committee Reports:

- **Support Coach Training** – We are working with Dr. Diana Lys, ECU on using portions of the Clinical Teacher training module for day one of the support coach training. The training is scheduled for July 30, 2009 in Windsor.

- **Virtual Collaboration / 21st Century Skills –**
 - Ralph met with Ellen Dobson at ECU March 20 to discuss resources to help the Collaborative in becoming more effective leaders for 21st century skills. Ellen shared some of the resources that Diana had brought to our attention earlier as well as some additional resources.
 - Tele-Education Partnering (Polycoms)
 - Web 2.0 Tools for Teleworking (Collabor8)
 - Skype
 - Delicious
 - GoogleDocs
 - Ning
 - PBWiki
 - Blogster
 - VoiceThread
 - DimDim**
 - ** (Ralph shared brief demo with group)
 - Ralph Recommended that the Collaborative participate in a 1-day training using DimDim for web conferencing (see action items)
 - Diana Lys expressed an interest in adapting the coaching portion of the Clinical Teacher Training to our support coach training and partnering with the Collaborative to develop an annual survey for beginning teachers, mentors and principals.
 - Briefly discussed the trial Zoomerang survey created from the March meeting working session. The current survey is a working tool only and is not ready for mass distribution.

Other: Ralph shared with the group that he had received some books from Corwin Press for review and will share additional information at a later time.

Regional and Partner Updates:

- Mollie Henderson provided an update on several regional issues:
 - If anyone needs Mollie to attend his or her beginning teacher orientation, let her know.
 - 09-10 Schedule for Title II visits include Hertford, Tyrrell, and Warren Counties.
 - The Teacher of the Year Gala will be held May 5
 - Cindy Rigsbee is a finalist for National Teacher of the Year
 - Mentor Training July 27-29 at Martin Community College, Bertie Campus – plan to use content from new Mentor Handbook which should correlate to the new teacher evaluation process.
 - Mollie is available to help with training for the new teacher evaluation if anyone needs her.
 - *The Collaborative will look into setting up teacher evaluation training throughout the year as new teachers are hired, similar to the lateral entry orientation program we created. We will check on creating a video for the orientation portion.*

- Diana Lys provided an update on several items from her meetings with our Virtual Collaboration Committee
 - Diana is working on adapting the coaching portion of the Clinical Teacher Training to the first day of our support coach training. She will meet with Nancy Houston and Vivian Covington by the end of April.
 - There is a group at ECU interested in working with the Collaborative to develop beginning teacher surveys (Troy Jones).
 - Diana has had conversations with Art Rouse in Educational Leadership regarding administrator support for beginning teachers.
 - Shared an article “Mentors and Principal: In Partnership for New Teacher Growth” And a brochure on “Top 10 Reasons to be a Teacher”
 - *Ralph will meet with Diana after our spring conference to follow-up and determine next steps for the Collaborative. If several Collaborative reps would like to join this meeting, that would be great!*
- Karli Ruscoe provided an overview of ECU’s Alternative Licensure Program
 - Karli provided a brochure describing the features of ECU’s ALP
 - NC TEACH Options
 - NC TEACH II eligibility requirements for lateral entry teachers and \$3,000 stipend
 - ECU Masters of Arts in Teaching (MAT) options for NC TEACH/Project ACT Lateral Entry Teachers.
 - Cohorts can be done wherever the numbers justify (at least 15)
 - *Perhaps we will invite Ann Bullock to an early meeting this Fall to further discuss the possibility of sponsoring a cohort through the Collaborative.*
 - Catherine Allen provided a brief update on the MTEC

Strategic Plan Priorities (Work session): The work session was postponed.

Action Items:

Spring Conference: Ralph provided reps a packet containing materials for the conference for review and approval. The Support Coach Focus Group session will only be held once (at 10:15). We reviewed the number of sessions and decided to delete the session on Conducting Facilitative IEP Meetings due to lack of enrollment and offer two sessions for some of the larger groups. For presenters who requested travel reimbursement, Ralph will communicate with them and explain by our budget will not allow us to do that. Ralph passed out conference rooming lists as of 4/2/09 and asked each rep to verify or modify the list for finalization. The Collaborative approved recommendations regarding the conference by consensus.

Actions on Committee Reports: The Collaborative approved the recommendation to sponsor a training session July 9 for LEA Representatives. The session will use DimDim as a virtual collaboration tool for the 21st century. Upon completion of the training, the Collaborative will be able to host some of its meetings remotely. (Moved by Betty Pugh, seconded by Shana Pendergrass, and approved unanimously).

Strategic Priorities: No action taken.

Plus/Delta:

The Collaborative used a Plus/Delta form to provide feedback on the meeting. A summary of results is listed below.

- Plus
 - Good plans for conference
 - Organized
 - Helpful information
 - Finalized spring conference
 - Excellent networking
 - *Great Attendance
 - *Great Hospitality
 - Useful information from ECU
 - Good lunch
 - Very good attendance
 - Great room
 - Very informative
 - Good info – ECU!
 - Delicious food
 - Excellent discussions
 - Committed team members
 - Great attendance!
 - Great atmosphere as well
 - Way to go Ralph. You are so very organized.
 - LEA Representation
 - ECU Reps and information shared
 - Organization of Ralph
 - Networking and Collaboration of group
 - “Ralph & the Collaborettes” ☺
 - Camden Middle School was a great setting for the meeting.
 - Thank you Mrs. Paula (good hostess!)
 - Attendance
 - Lunch
 - Great planning for conference
 - Warm and welcoming people!
 - Information!!
 - Wonderful food!
 - Great place to meet
 - Great attendance

- Delta
 - Not enough time to complete the agenda.
 - N/A
 - Nothing!
 - None!

- Comments
 - “Love the Music”
 - “Thanks for the useful websites added.”
 - “Really looking forward to the conference.”
 - “I am convinced this group can do anything!”
 - “Start the meetings @ 9:00 to get everything completed on the agenda.”
 - “Information for the conference was helpful for newcomers!”
 - “Good meal / Zero’s were great.”
 - “Thanks! ☺”
 - “It is always good to network – sharing is an important part of ‘us’.”
 - “Networking for ‘other’ than Collaborative business is great!

Announcements: The next meeting will be held at the Sheraton in Atlantic Beach, May 3, 2009 at the conclusion of the spring conference.

Thanks to Paula and Camden County Schools for hosting our meeting. We had a great time.

Adjourn: With no further business, the meeting was adjourned.

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_____, Director

_____, Recording Secretary