

Meeting Minutes
Friday, February 5, 2010
Northampton County Schools

Called to Order by: Ralph Evans, Director

Members Present: Rebecca Brown, Wanda Hunt, Susie Johnson, Lynn Lassiter, Paula Mickey, Twanna Morales, Shanna Pendergrass, Marianne Russell, Claudia Stalls, and Brenda Winborne.

Also present were Mollie Henderson, Dr. Brenda Tinkham, and Ralph Evans.

Members Absent: Carolyn Bazemore, Brenda Dail, Karen Dameron, Anna Howell, Betty Pugh, Joanne Smith, and Farrell Young.

Agenda: The agenda was approved as presented. (Moved by Rebecca Brown, seconded by Shana Pendergrass, and approved unanimously).

Minutes: The minutes were approved as presented. (Moved by Susie Johnson, seconded by Marianne Russell, and approved unanimously).

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

Information Items: **Director's Report**

- **Update Collaborative Calendar / Birthdays / Website:** Ralph recognized the following birthday: Susie Johnson February 14. Ralph asked participants if they had any new items to post on the Collaborative Calendar. Teacher Evaluation training sessions were added (1) March 29-30, Pitt County Schools; (2) April 21-22, College of the Albemarle, Elizabeth City. The next Collaborative Retreat was added on January 13-14, 2011. The calendar can be viewed at <http://www.localendar.com/public/collaborative>.
- **Welcome Packet:** Ralph shared information regarding the beginning teacher welcome packet project. Due to the weather conditions during our meeting, work on the BTWP was postponed.
- **Spring Conference:** Ralph reported that he had received fifteen (15) session proposals. Online participant registration forms should be activated by February 15.
- **Other:**
 - Ralph shared a book with the Collaborative entitled, "How to Lead from A Distance," and recommended we purchase it for

members.

- Lynn Lassiter shared with the group information regarding the Northeast RESA Best Practices Conference to be hosted at Perquimans County High School February 15, 2010.

Committee Reports

- There were no committee reports

Regional and Partner Updates

- **Paula Mickey:** Paula serves on the Mentor Program Task Force and provided a summary of the latest Task Force Update. Copies of the report were posted to the Collaborative website. Paula asked for input from the group so that she may share our concerns at the next Task Force meeting.
- **Mollie Henderson (DPI-REF):** Mollie reported that she would be conducting Teacher Evaluation training in Pitt County March 29-30, and at the College of the Albemarle in Elizabeth City April 21-22. She is also available to conduct teacher evaluation training in member districts if needed. Other updates included:
 - Title II visits
 - Mollie is working on a revision to the Mentor Handbook.
 - Mollie is beginning to schedule activities for the summer and fall, so if representatives need her services, contact her to make arrangements.
 - **Dr. Brenda Tinkham (Chowan University - Dean:** Dr. Tinkham provided an update on the EDUC 225 Lateral Entry Course. She also announced that Chowan would be hosting a Day for Future Teachers (Teacher Cadet, FTA, etc.) March 2, and the Chowan University graduate program in elementary education would begin this fall with a cohort of 30.

Action Items:

2011 Retreat: The Collaborative agreed to January 13-14, 2011 as dates for our next retreat and to continue having it in Tarboro with one day in the computer lab and another day in the conference room at the Comfort Inn. (Approved unanimously by consensus).

Spring Conference: Ralph reminded the representatives that a deposit in the amount of \$8,500.00 needs to be submitted to the Sheraton Atlantic Beach by February 22, 2010. Representatives agreed that we would post all proposal submitted for concurrent sessions for participants to indicate their preferences. Registrations will only be accepted online and the deadline is March 30, 2010. The deadline for paying conference dues is also March 30. (Moved by Brenda Tinkham, seconded by Becky Brown, and approved unanimously).

Plus/Delta:

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

- Plus
 - Wonderful food
 - Good info for new teacher training and mentoring
 - Food
 - Room
 - Decorations
 - I am excited!!
 - Paula Mickey’s report for peer review meeting was inspiring. I appreciate her work and representation on our behalf
 - Good information in many areas
 - Good feedback!!!
 - Working together
 - Networking – wonderful help!
 - Good turnout!
 - Good dialogue regarding mentor task force and training

- Delta
 - None
 - Stressful weather!

- Comments
 - “Thanks to Susie for setting up our meeting. Very nice facility.”
 - “Great job!”
 - “Most delicious meal prepared by a school / Great Chef!!”
 - “Great meeting and sharing as always!”
 - “Good meeting location”
 - “Great lunch!”

Announcements:

The next meeting will be held in Edenton March 5, 2010.

Thanks to Susie for hosting the meeting, we had a great time.

Adjourn:

With no further business, the meeting was adjourned.

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_____, Director

_____, Recording Secretary