

Meeting Minutes
Friday, January 13, 2017
Washington County Schools

Called to Order by: Ralph Evans, Director

Members Present: Sharon Arrington, Shawnda Cherry, Brenda Dail, Catrina Davis, Dr. Shamica Long-Lane, Shirley Powell, Sonya Rinehart, and Marianne Russell.

Also present were Dr. Delilah Jackson, Superintendent (Washington), and Ralph Evans.

Members Absent: Dr. Ella Benson, LaKesia Boone, Vivian Bullock, Shelia Cumiskey, Tracy Gary, Jacqueline Hargrove, Mary Harrell-Sessoms, Rhonda Holmes, Tammi Ward, and Dr. Shelia Williams.

Agenda: The agenda was approved as presented. (Moved by Brenda Dail, seconded by Shawnda Cherry and approved unanimously).

Minutes: The minutes from the previous meeting were approved as presented. (Moved by Brenda Dail, seconded by Marianne Russell and approved unanimously).

Budget Report: The budget/finance report was approved as presented. (Moved by Marianne Russell, seconded by Shawnda Cherry and approved unanimously).

Information Items: **Director's Report**

- **Calendar Update/Birthdays**
 - Happy January Birthday to:
 - LaKesia Boone – 9
 - Jamar Perry – 12
 - Sandra Hardy – 25
 - Check calendar -- Review Calendar and Update (add new reps birthdays)
- **Praxis/Pearson Training** – Ralph shared an updated list of Praxis/Pearson resources, including the most recent addition of Linette Hewlin for math. He also shared emails from Tammi Ward regarding the Google form she has been working on to tally Praxis/Pearson testing assistance needs among member districts.
- **Licensure Concerns** – The committee formed during our December meeting held a conference call December 16, 2016. Each member contributed to the dialogue and Ralph compiled the results which were emailed to members. He also had called Anne Makin to determine if PANC has had any similar concerns (no response yet). He had also spoken with Teresa McCall.
- **Spring Conference** – Ralph informed the group that he had contacted the following potential keynote speakers as directed by the Collaborative during our December meeting: State Superintendent Mark Johnson, Governor Roy Cooper, and Senator Erica Smith-Ingram. He has not received a response from the State Superintendent nor the Governor. Senator Smith-Ingram has confirmed to be our speaker for the Sunday closing session.

Others who expressed an interest in serving as keynotes were Mr. Matthew Cheeseman (Superintendent Perquimans) and Dr. Craig Boykin. The group approved Mr. Cheeseman for our Friday banquet keynote.

Hazel Walker and Catrina Davis volunteered to sponsor a booth at the conference.

Ralph recommended the deadline for participant registration to be February 18, 2017 to allow sufficient time for logistics. He will check with HTM Concepts regarding conference shirts and bags.

Three others, including Mr. Cheeseman, may submit session proposals.

Regional and Partner Updates

- **Catrina Davis** shared the following
 - March 1 – ECU Education Fair 8:00 – 10:00 am – Greenville Convention Center www.ecu.edu/career
 - March 16 – 9:00 am – 1:30 pm Greenville Hilton Joint Conference
 - Latham Clinical Teaching Conference
 - Mary Lois Staton Conference
 - Potential graduate list was sent to Ralph who forwarded it to reps. Some reps reported they did not receive the list, so Ralph will send it again.
- **Sonya Rinehart** shared the following
 - January 30 – AP READY Durham (info can be found on NCEES Wiki)
 - February 7 -- NCBT Twitter 7:00 – 8:00 pm #NCBTCHAT
 - February 8 – AP READY Vernon James Center
 - February 16 – Principals READY Greenville Hilton
 - February 27 – IHE LEA meeting Edenton
 - March 1 – ECU Job Fair
 - March 20-22 CCSA Conference
 - June 20 – BT Summit Edenton Holmes High School
 - Virtual Job Fair
 - TCPA Handbook update (still not passed)
 - New template for peer review
 - Monitoring going great

- **Other**

Brenda Dail shared information regarding Praxis/Pearson test preparation materials she has used and found to be helpful. Some of the materials can be found through HomeBase and Marianne Russell will prepare instruction for locating these resources.

Dr. Shamica Long-Lane shared her plans for hosting a job fair within her district.

Ralph informed the group that he would be willing to come to LEAs job fairs and set up a booth with Collaborative information if needed.

Dr. Delilah Jackson, Superintendent Washington County Schools joined us for lunch and briefly spoke with the group. She was very complimentary of the work the done by the Collaborative.

Other Action Items: Spring Conference

The Collaborative discussed conference logistics and approved the following:

- Mr. Matthew Cheeseman keynote speaker for Friday night
- Invite Michael Bonner to present a session and/or to be available for informal dialogue during the conference.
- Assigned roles for the program
- Preliminary list of conference proposals (waiting on 2-3 others)
- Same menu as last year (The Flame)
- Conference registration cost \$247 (based on 2 per room)
- Additional lodging cost for one/room \$135
- Additional meals cost for extra guest \$47
- Spring Conference Registration form and due date.
(Moved by Brenda Dail, seconded by Shawnda Cherry and approved unanimously)

Licensure Concerns

The Collaborative discussed the report compiled by Ralph following the December 16 conference call with Shawnda Cherry and Marianne Russell who volunteered to serve on the committee regarding licensure process issues. Ralph noted that some of the stated concerns may only be addressed through changes in legislation or State Board policy.

Ralph informed the group that he had not yet been able to connect with Anne Makin (NC PANC Committee). Marianne Russell said that she would contact Mark Doan (NEPANC) regarding this matter.

Ralph also shared information he received from Teresa McCall, Nash RALC regarding this topic. She provided an expected timeline for reducing the backlog at the RALC. If someone needs to know what course to sign up for while waiting for their official plan of study, email her their name and licensure area and ask for course suggestions. (No action taken)

Praxis/Pearson Test Prep – 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
 - Due to your organization & planning
 - Very productive in making spring conference plans
 - Excellent ideas were shared
 - Excited about presenters & proposals
 - Awesome lunch & facility, once I found it!!)
 - Great lunch
 - Great facility
 - Lots accomplished today
 - Great discussion about spring conference
 - Like the idea of having Mr. Bonner at the conference
 - Nice lunch
 - Decisions made concerning conferences

- Good dialogue concerning licensure concerns
- Accomplished much today
- Welcoming meeting overall
- Having greetings from the Superintendent
- Lunch, gift, dessert
- Sharing ideas
- Reviewing information for the conference
- Very good ideas shared with HR Directors and BT Coordinators
- Updates were really good
- It's always good to get updates on dates and events.
- Fabulous site and host. The venue was very accommodating and food was fabulous. It was great to Have Dr. Jackson at lunch today as well.
- Good focus on the spring conference. I like the new ideas and people that were invited to make the conference exciting.
- Delta
 - Directions needed to the facilities (meeting location)
 - No wireless service on the way ☹
- Comments
 - We must continue to assist BTs with licensure issues & testing concerns & issues
 - Thanks as always for doing a great job!
 - Washington County Schools, thanks for the hospitality and gift

Announcements:

The next meeting will be held Friday, February 3, 2017 in Bertie County, 10:00 am – 3:00 pm.

Adjourn:

With no further business, the meeting was adjourned.

_____, Director
 _____, Recording Secretary