

Meeting Minutes
Friday, June 3, 2016
Hitch 'N Post, Williamston

Called to Order by: Ralph Evans, Director

Members Present: Sharon Arrington, LaKesia Boone, Vivian Bullock, Brenda Dail, Catrina Davis, Tracy Gary, Kenya Grant, Sandra Hardy, Mary Harrell-Sessoms, Kelly Jones, Sonya Rinehart, Dr. Brenda Tinkham and Kristen Watford.

Also present was Ralph Evans.

Members Absent: Shelia Cumiskey, Cedric Gerald, Jacqueline Hargrove, Jennifer Hill, Marianne Russell, Tanya Turner and Dr. Shelia Williams.

Agenda: The agenda was approved as presented. (Moved by Mary Harrell-Sessoms, seconded by LaKesia Boone and approved unanimously).

Minutes: The minutes from the previous meeting were approved as presented. (Moved by Vivian Bullock, seconded by Sharon Arrington and approved unanimously).

Budget Report: The budget/finance report was approved as presented. (Moved by Vivian Bullock, seconded by Mary Harrell-Sessoms and approved unanimously).

Information Items: **Director's Report**

- **Calendar Update/Birthdays**
 - Happy May Birthday to:
 - Dr. Shamica Long-Lane – 3
 - Kristen Watford - 27
 - Check calendar -- Review Calendar and Update
- **NC New Teacher Support Program** – Ralph informed the group that Bryan Zugelder, Director, contacted him to find out the date of our Fall conference, so that their Fall professional development program would not conflict with our date.
- **UNC Opportunity** – Ralph shared with representatives a flyer he received regarding opportunities for Elementary and Exceptional Children licensure seekers.
- **ECU Project Update** – Ralph informed the group that the Lateral Entry grant submitted by ECU and the Collaborative was not funded. He will let the group know if anything else develops.
- **Flash Drives** – The Collaborative **reached consensus** on continuing to provide the BTWP flash drives to beginning teachers in our member districts.
- **Ralph's Summer Work** – Ralph provided the group a summary of the work he will be doing for the Collaborative during the summer.
- **LEA Visitation Schedule** – Ralph passed around a form for members to sign up for time slots if they want him to make a presentation to their teachers during beginning teacher orientation or teacher talk sessions.

- **LEA Agreement** – The Collaborative **reached consensus** on the LEA Agreement form for 2016-17.
- **TWC** – The Teacher Working Conditions Survey results are now available.

Regional and Partner Updates

- **Dr. Brenda Tinkham** shared with the group the responsibilities of her new position at Chowan University. She also shared some of the upcoming activities that will be sponsored by Chowan.
- **Sonya Rinehart** shared the following
 - Teacher of the Year packets going out next week
 - Steve Lassiter is now an Assistant Superintendent in Elizabeth City Pasquotank Schools.
 - The new NC math curriculum has been updated
 - BTSP monitoring dates have been set for next year
 - The group is to be commended for their work with the Peer Review process
 - North Carolina State University will be hosting a 3-day new teacher institute July 12-14 and follow-up
 - NC Board of Education has updated the policy related to beginning teachers. Information can be found on the State Board website.
 - BTSP Template
 - BT Summit will be held as follows:
 - Northeast Region June 30 –J.A. Holmes High School in Edenton
 - North Central Region June 29 -SAS in Cary
- **Catrina Davis** shared the following
 - Counselor Connections Day – September 15
 - Middle School AVID Day – September 16
 - Most Likely to Succeed (Viewing) – September 27
 - Open House – October 15
 - NC TOY Keynote Speaker – October 17
 - High School AVID Day – November 18
 - How to Teacher Day – November 19

Other Action Items: Spring Conference Evaluation Report

The Spring Conference Evaluation Report was approved as presented. (Moved by Mary Harrell-Sessoms, seconded by LaKesia Boone and approved unanimously).

Fall Drive-In Conference

The Collaborative decided to hold the Fall conference at East Carolina University September 24, 2016. A modified version of the Option 3 schedule shared at the meeting will be used. Ralph will summarize the information and forward to members for final approval. (Moved by Brenda Dail, seconded by LaKesia Boone and approved unanimously).

Reflections/Priorities

The Collaborative participated in several activities and discussions related to reflections on the current year and priorities for the next year. Ralph will compile the results of the activities and present to members for final approval. No action was taken at this time.

2016-17 Meeting Schedule

The Collaborative reached consensus on 2016-17 meeting schedule except for the January meeting date and location. Members will be asked to bring their school calendars to the September meeting so that we can finalize the January meeting.

Director's Evaluation

The Collaborative reached consensus on the Director's Evaluation for 2015-16.

September Meeting

The Collaborative reached consensus on having presentations at our September meeting on the following topics:

- BTSP Program update (Sonya Rinehart)
- Licensure (Tom Tomberland)

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

- Plus
 - The report on the spring conference was great! Thank you for compiling.
 - Good agenda and meeting
 - Good attendance with it being testing time
 - The Northeast Collaborative is an invaluable tool for school districts! Thank you for all that you do!
 - Good discussion about the Fall Drive-in Conference
 - Great way of getting input from all for the needs for the upcoming school year
 - Excellent feedback shared
 - Excited about ECU Fall Conference
 - Great networking opportunity
 - Opportunity to select topics for sessions at all conferences
 - Director's report
 - Spring conference evaluation (data beneficial)
 - IHE reports – Dr. Tinkham (Chowan), Catrina Davis (ECU)
 - Update from Sonya Rinehart valuable information to assist with update of BT plan
 - Preplanning for Fall Conference
 - BT Report request form & Collaborative Rep support request form (group session good discussion)
- Delta
 - NA

- Comments
 - Thank you for coming off of vacation to be here!
 - Quality time, good food, great educational fellowship
 - Great food!!
 - Great atmosphere for meeting
 - Very organized
 - Great end-of-year close out session and planning meeting for next school year.
 - Wonderful session today as always! Thanks!!!
 - Thanks for everything. I thoroughly enjoyed it.

Announcements:

The next meeting will be held Friday, September 2, 2016 in Hertford County, 10:00 am – 3:00 pm.

Adjourn:

With no further business, the meeting was adjourned.

_____, Director

_____, Recording Secretary