

Meeting Minutes
Friday, November 6, 2009
Martin County Schools

Called to Order by: Ralph Evans, Director

Members Present: Rebecca Brown, Brenda Dail, Anna Howell, Lynn Lassiter, Betty Pugh, Marianne Russell, Joanne Smith, Claudia Stalls, Brenda Winborne, and Dr. Farrell Young.

Also present were Mollie Henderson, Dr. Brenda Tinkham, Ellen Gould (Ag in the Classroom) and Ralph Evans.

Members Absent: Carolyn Bazemore, Karen Dameron, Wanda Hunt, Susie Johnson, Paula Mickey, Twanna Morales, and Shanna Pendergrass.

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

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

Budget Report: The budget report was approved as presented. (Moved by Betty Pugh, seconded by Mollie Henderson, and approved unanimously).

Information Items: **Director's Report**

- **Update Collaborative Calendar / Birthdays / Website:** Ralph welcomed our newest Collaborative Representative, Dr. Farrell Young. Dr. Young has replace Selma Allen as personnel administrator for the Halifax County Schools.
Ralph asked participants if they had any new items to post on the Collaborative Calendar. The Northeast RESA Best Practices Conference was added to the calendar on February 15, 2010 at Perquimans County High School. The calendar can be viewed at <http://www.localendar.com/public/collaborative>. Ralph recognized the following birthdays: Marianne Russell November 21 and Mollie Henderson November 27. Representatives expressed their best wishes.
- **Membership Dues:** Ralph reminded the members that membership dues are due September 15, 2009, and recognized LEAs who had already paid dues for 2009-10.

- **KEEP Toolkit Transition:** Ralph informed the Collaborative that the online Lateral Entry Course Syllabus formerly hosted by the Carnegie Foundation KEEP Toolkit is now hosted by Merlot. It has the same functionality and is still hosted at no cost to the Collaborative.
- **Drive-In Conference Follow-up:** Ralph shared information regarding the Fall Drive-In Conference, including Plus/Deltas from beginning teachers. Presenters were excellent and, although the attendance was lower than in past years, the quality of the sessions was great. The Collaborative is unable to refund registrations for late cancellations because of our commitment to the caterer. The Collaborative expresses its deep appreciation to Dr. Tinkham and Chowan University for hosting the conference.
- **Other:** Brenda Dail 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

- **Support Coach Committee:** Ralph provided an update from the October work session of the Support Coach Program Redesign initiative. LEA representatives and support coaches participated in an excellent session to develop an agenda template to be used with Teacher Talk Sessions. This tool will allow us to create sample agendas that reflect the components and priorities as defined for the redesigned support coach program.

Ralph recommended that this new format replace the portion of the monthly Teacher Talk online report that was previously used for submitting best practices. The revised form will become effective December 1, 2009.

Regional and Partner Updates

- **Mollie Henderson (DPI-REF):** Mollie reported that she has been working on examples of “What 21st Century Skills” look like in the classroom. She is also available to conduct mentor training and teacher evaluation training. Other updates included:
 - Dr. Lynn Johnson has been named the new director of Educator Recruitment and Development
 - Title II visits will be coming up soon
 - Teacher of the Year selection is in progress

- **Dr. Brenda Tinkham (Chowan University - Dean):** Dr. Tinkham provided an update on the future of the EDUC 225 Lateral Entry Course. After this semester (Fall), we will no longer be able to earn 6 semester hours for the course if we keep the current tuition at \$600. Members expressed value in the program and wanted to make sure we continued to make it available, even if we have to make some concessions to the current guidelines. Results of this discussion appear in the action items.

Ag in the Classroom

Ellen Gould, curriculum specialist with the Ag in the Classroom program presented an overview of the program to the Collaborative. She passed out materials, conducted several short activities, and shared with us resources and services available through the initiatives of the Farm Bureau. The presentation was well received and we will make links available to this resource on our Collaborative website.

Action Items:

EDUC 225 Lateral Entry Course: After much discussion as described in the information items, the group decided that in order to maintain availability of the course we would make the following modifications to the guidelines:

- Maintain current tuition rate of \$600
- Change college course credits to 3 semester hours
- LEAs will sign off on the technology credits portion (3 CEUs for participants with a plan of study from the Regional Alternative Licensing Center)
- The course will be opened to participants outside the Collaborative; however, Collaborative members will have priority to course access.
- Ralph will update the guidelines to reflect the above changes and forward those to Dr. Tinkham.

The Collaborative approved the above modifications. (Moved by Marianne Russell, seconded by Betty Pugh, and approved unanimously).

Retreat: During our October meeting, representatives expressed an interest in additional technology training to extend skills gained at our July 9 session. In today's session, we decided to use some time at the retreat to develop a "Welcome" package for beginning teachers in our member districts. This initiative will allow us to give more from the Collaborative directly to our beginning teachers. Ralph will develop a brief survey for member districts to indicate possible components of the proposed package (Moved by Mollie Henderson, seconded by Marianne Russell, and approved unanimously).

Spring Conference: Representatives approved, through consensus, to make the online registration form for Spring Conference Session Proposal available with revised dates as presented by Ralph. Ralph also asked the group to begin considering possible candidates for keynote speaker and a conference theme.

Teacher Talk Reporting Form/Agenda: Representatives approved the recommended revisions to the Teacher Talk Reporting form (Moved by Joanne Smith, seconded by Betty Pugh, and approved unanimously).

Best Practices: Brenda Winborne shared a best practice used by one of her support coaches, Sonya Rinehart. Sonya hosts monthly breakfast meetings with her beginning teachers, which provides an informal setting for her to build positive relationships with the teachers she supports.

Plus/Delta:

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

- Plus
 - Great opportunity to share/receive vital information from experienced educators
 - Great agenda – a lot accomplished
 - Chowan lateral entry course resolved
 - Halifax Rep here!
 - Ralph’s leadership
 - Information shared regarding Collaborative
 - New rep
 - Great networking
 - Ag in the Classroom information
 - Always a great opportunity to network!
 - AG in the classroom information
- Delta
 - Nothing – always great
 - Member/ reps not in attendance
- Comments
 - “Great group of professionals; glad to be a member.”
 - “Loved the Ag in the Classroom presentation”
 - “Great to know about the workshops and CEUs available to our teachers”
 - “As always, great discussions”
 - “Really like the idea of a ‘Welcome’ Packet for BT’s to the Collaborative Group”
 - “I’m excited about the new document we will be putting together for our BT’s”
 - “Thanks” ☺

Announcements: The next meeting will be held at Ryan's in Roanoke Rapids, December 4, 2009 at 11:00 am. This will be our annual superintendent luncheon.

Thanks to Anna Howell and the Martin 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