

Meeting Minutes
Friday, September 4, 2009
Tyrrell County Schools

Called to Order by: Ralph Evans, Director

Members Present: Rebecca Brown, Brenda Dail, Susie Johnson, Lynn Lassiter, Twanna Morales, Shanna Pendergrass, Betty Pugh, Joanne Smith, and Claudia Stalls.

Also present were Dr. Catherine Allen, Mollie Henderson, Dr. Brenda Tinkham, Dr. Linda Woolard, and Ralph Evans.

Members Absent: Carolyn Bazemore, Karen Dameron, Anna Howell, Wanda Hunt, Paula Mickey, Marianne Russell, Brenda Winborne, and Halifax County Rep (TBD).

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

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

Budget Report: The budget report was approved as presented with the stipulation that the reimbursement from the spring conference be utilized for general Collaborative expenditures. (Moved by Susie Johnson, seconded by Betty Pugh, and approved unanimously).

Information Items: **Director's Report**

- **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.
- **Update Collaborative Calendar / Birthdays / Website:** Ralph 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 the following birthdays: Carolyn Bazemore June 30, Brenda Dail August 27 and Wanda Hunt & Brenda Tinkham September 19. Representatives expressed their best wishes. Ralph asked members who had not yet done so, to sign up for the Collaborative Ning members only site.

- **Support Coach Orientations:** Ralph provided an update from the Support Coach Orientations held August 13 and 27, 2009 in Williamston and Roanoke Rapids respectively. He provided copies of the Support Coach handbook to LEA representatives who had not already received one, and shared a list of support coaches who had submitted their contracts for review.
- **Other:** Ralph shared several books received from Corwin Press for review and shared information regarding an Interactive Conference sponsored by LEARN NC. He also reminded the group that they had expressed an interest in having Louise Lamm, Director NC Ag in the Classroom, to present her program at one of our meetings. The group decided to invite her to our November 6, 2009 meeting in Martin County. Dr. Tinkham will contact Ms Lamm.

Committee Reports

- **Support Coach Committee:** Ralph provided a summary of progress on the Support Coach Program Redesign initiative. The committee met July 1 to establish the framework for the project. Support coaches and representatives participated in a work session July 30 to continue refining the program. During support coach orientation, Ralph asked each coach to create a sample agenda for a Teacher Talk Session related to one of the six areas adopted for the new program.

Regional and Partner Updates

- **Mollie Henderson (DPI-REF):** Mollie reported that 45 persons attended the mentor training she conducted July 27-29 at Martin Community College in Windsor. Several representatives requested additional mentor training and tentative dates were established as October 1-2, and 7 in Weldon.

Mollie also informed the group that she would be willing to conduct training sessions on the new teacher evaluation process if needed. She has tentatively set September 23 for this training. The location will be determined based upon participant interest.

Mollie also informed the group that Danny Holloman is leaving DPI to take another position.

- **Dr. Catherine Allen (MTEC):** The Model Teacher Education Consortium experienced a 15-18% budget cut this year, so some of the services provided in the past will not be available for 2009-10, including support for EDUC

225 at Chowan University. The MTEC did not receive the Transition to Teaching Grant.

Dr. Allen distributed a handout describing services available for Fall 2009. She also announced that Harry Wong and Marsha Tate would headline the September 17-18 conference in Chapel Hill.

- **Dr. Brenda Tinkham (Chowan University - Dean):** Dr. Tinkham provided an update on the EDUC 225 Lateral Entry Course. As of the meeting date, eight teachers were enrolled in the program. The course remains open for new enrollment through December 1, 2009.
Dr. Tinkham announced that Chowan would offer some late starting classes in partnership with MTEC. She also informed the group that Chowan's graduate program is on target and will initially be for elementary education only, but would likely expand later.
- **Dr. Linda Woolard (ECU):** Dr. Woolard joined us for the first time and shared with us changes in assignments for persons in the Office of Teacher Education at East Carolina University.

Action Items:

Support Coach Program Redesign: The Collaborative approved the recommendations submitted by the committee. (Moved by Mollie Henderson, seconded by Shana Pendergrass, and approved unanimously).

Drive-In Conference: Representatives approved the following (Moved by Brenda Dail, seconded by Shana Pendergrass, and approved unanimously).

- Concurrent Sessions
 - Technology (Abbey Askew)
 - Classroom Management (June Proctor)
 - Tricks of the Trade (James and Lesley Bell)
 - Understanding the Culture of Poverty (Debra Williams)
- Support coaches and representatives will spend part of the day working together in developing the redesigned support coach program. The remainder of the day will likely be conducted in two separate groups.
- Ralph provided the group with a copy of the Drive-In Conference registration form. Registration is \$20 per participant and is due September 22, 2009.

Plus/Delta:

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

- Plus
 - Great meeting (Informative & helpful in many areas of our work!)
 - I like the agenda format (we will be using it for our Teacher Talk sessions this year). Good job, Mr. EVANS, Inc.
 - Great opportunity to network.
 - Important & helpful information shared.
 - Well organized as usual!
 - Meeting well organized
 - Great ending time
 - Excellent topics
 - Ending time
 - Networking
 - Sharing of information
 - Setting dates for mentor training and teacher evaluation training
 - Open forum
 - Collaborative atmosphere
 - Teacher-focused mission
 - # of Reps present
 - Partners & their reports
 - Information shared
 - Location/lunch/host
 - New agenda format
 - Good turnout
 - Treats
 - Productive conversations & topics
 - Great start to the year
 - Like new agenda
 - Good Business meeting
 - Great fellowship!
 - Networking info good
 - Agenda good
 - Comfortable room
 - Food
 - Good info on MTEC and Chowan classes
 - General info re Collaborative
- Delta
 - None!
 - None
 - None
 - Nothing

- Comments
 - “The meal and hospitality was very much appreciated. I enjoyed the day! Thank you.”
 - “Thanks Ralph!”
 - “Thanks for all you do.”
 - “Try to limit sidebar conversations during the meeting.”
 - “Always good information.”
 - “Nice lunch & location – thank you.”
 - “As my first meeting, I felt welcomed and feel that there is much offered through this group that I would be interested in participating with.”
 - “Fantastic New Year opening meeting ☺”
 - “Good Gifts”
 - “Warm Welcome”
 - “Love seeing my family again!”

Announcements: The next meeting will be held in at Chowan University, October 10, 2009.

Thanks to Joanne Smith and the Tyrrell 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