

**Meeting Minutes**  
**Friday, September 2, 2016**  
**Hertford County Public Schools**

**Called to Order by:** Ralph Evans, Director

**Members Present:** Sharon Arrington, Brenda Dail, Catrina Davis, Tracy Gary, Jacqueline Hargrove, Mary Harrell-Sessoms, Oliver Holley, Dr. Shamica Long-Lane, Jamar Perry, Shirley Powell, Sonya Rinehart, Tammi Ward and Kristen Watford.

Also present was Ralph Evans.

**Members Absent:** Vivian Bullock, Shawnda Cherry, Shelia Cumiskey and Marianne Russell.

**Agenda:** The agenda was approved as presented with noted adjustments due to impending weather. (Moved by Mary Harrell-Sessoms, seconded by Brenda Dail and approved unanimously).

**Minutes:** The minutes from the previous meeting were approved as presented. (Moved by Mary Harrell-Sessoms, seconded by Tammi Ward and approved unanimously).

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

**Information Items:** Director's Report

- **Calendar Update/Birthdays**
  - Happy July Birthday to:
    - Tracy Gary – 16
  - Happy August Birthday to:
    - Sonya Rinehart – 2
    - Sharon Arrington – 18
    - Brenda Dail - 27
  - Happy September Birthday to:
    - Mary Harrell-Sessoms – 12
    - Dr. Mark Rumley – 17
    - Dr. Brenda Tinkham – 19
    - Catrina Davis – 20
    - Jacqueline Hargrove – 29
    - Rhonda Holmes – 29 (added 9/7/16)
  - Check calendar -- Review Calendar and Update (add new reps birthdays)
- **Flash Drives** – Ralph distributed BTWP flash drives to representatives from districts he did not visit during beginning teacher orientation.
- **Conference Video** – Ralph distributed CDs containing the Spring Conference to representatives who did not attend the June meeting.

- **Drive-In Conference Registration** – Ralph reminded the group that the conference registration fees are due September 9. He also asked for a count of persons from each district who will attend the conference. For those, who were not sure, he asked them to let him know no later than September 8, so he can prepare for a meeting at ECU September 9.
- **Membership Dues** – Ralph reminded the group that annual membership dues are due September 15, 2016.
- **Support Coach Orientation** – Ralph provided a brief report on the two support coach orientation sessions held in August.
- **Beginning Teacher Support Survey** – Postponed until future meeting.
- **Collaborative Representative Support Survey** – Postponed until future meeting.
- **BTSP & Licensure Updates** – Presentations requested for September meeting during the June meeting has been postponed. Information not yet ready for presentation.

### Regional and Partner Updates

- **Sonya Rinehart** shared the following
  - Rhonda Holmes is the new North Central Regional Education Facilitator
  - Dr. Tomlinson will be at the PANC meeting and will provide updates regarding mentor requirements September 20<sup>th</sup> at the Hitch ‘N Post in Williamston 9:30 – 12:00.
  - Teacher Working Conditions Survey information will be shared with principals by the New Teacher Center
  - Mentor training will be held September 16 at the Edenton Public Safety Center
  - Principal READY
    - Greenville Hilton – October 25
    - Durham Hilton – November 9
  - Cross Regional IHE-LEA-Charter | BT Collaborative Meeting September 30 at East Wake Academy
  - Peer review cycle restarts 2016
  - Teacher of the Year portfolios due September 15
  - BT Summit will be held in June
  - Districts should complete peer review self-assessment (REF Wiki)
- **Catrina Davis** shared the following
  - Counselor Connections Day – September 15
  - Middle School AVID Day – September 16 (full)
  - Most Likely to Succeed (Viewing) – September 27
  - Open House – October 15
  - Latham Clinical School Partners meeting September 7, 8:30 am.
  - Will send documents on available professional development to Ralph

**Other Action Items: Drive-In Conference**

The Drive-In Conference plans were approved as presented and with representative input. (Moved by Tammi Ward, seconded by Sharon Arrington and approved unanimously).

**Spring Conference**

No action taken -- postponed

**2016-17 Initiatives**

No action taken -- postponed

**2016-17 Meeting Schedule**

No action taken -- postponed

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

- Plus
  - Great turnout for the weather.
  - Thank you for hospitality Hertford County!
  - Great job moving through all items and issues in a timely manner
  - Consideration of the weather - adjusted meeting time
  - Refreshments
  - Clarity on new location for Drive-In Conference
  - Productive meeting
  - Fall Conference plans
  - Willingness to adjust calendar (cut out a meeting, use committees) at least discuss. I'm fine but I know some LEAs have complained about this.
- Delta
  -
- Comments
  - Thanks for nice refreshments, gifts, & set up
  - I appreciate Ralph and this team ☺

**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