

Meeting Minutes
Friday, September 8, 2017
Hertford County Public Schools

Called to Order by: Ralph Evans, Director

Members Present: LaKesia Boone, Shawnda Cherry, Catrina Davis, Muriel BBOSE-Rook, Tracy Gary, Oliver Holley, Rhonda Holmes, Yolanda Johnson, Dr. Shamica Long-Lane, Marianne Russell, Tammi Ward, Kristen Watford, and Ethel Whitaker.

Also present were Dr. William Wright, Jr., Superintendent, Hertford County Public Schools and Ralph Evans.

Members Absent: Dr. Ella Benson, Michelle Burton, Shelia Cumiskey, Jacqueline Hargrove, Dr. Linda Justus, Sonya Rinehart, and Dr. Shelia Williams.

Agenda: The agenda was approved as presented. (Moved by Marianne Russell, seconded by LaKesia Boone and approved unanimously).

Minutes: The minutes from the previous meeting were approved as presented. (Moved by Dr. Shamica Long-Lane, seconded by LaKesia Boone and approved unanimously).

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

Information Items: **Director's Report**

- **Calendar Update/Birthdays**
 - Happy **July** Birthday to:
 - Shawnda Cherry – 6
 - Tracy Gary – 16
 - Tammi Ward – 18
 - Happy **August** Birthday to:
 - Sonya Rinehart – 2
 - Sharon Arrington – 18
 - Happy **September** Birthday to:
 - Mary Harrell-Sessoms – 12
 - Dr. Brenda Tinkham – 19
 - Catrina Davis – 20
 - Jacqueline Hargrove – 29
 - Rhonda Holmes - 29
 - Check calendar -- Review Calendar and Update (add new reps birthdays)
- **Meeting Schedule** – Ralph asked if member districts were out of school November 10 in recognition of Veteran's Day. If so perhaps we should change our November meeting date to Thursday, November 9, 2017.
- **Northeast BT Summit** – Ralph informed the group that he attended the BT Summit in Edenton June 20, 2017.

- **Chowan University Partnership** -- Ralph informed the group that he met with Dr. Ella Benson and Dr. Brenda Tinkham to discuss reigniting the partnership with Chowan University that had been so strong in the past. Once the Collaborative determines its initiatives for the year, he will contact Dr. Benson and Dr. Tinkham to follow-up.
- **ECU SEED Grant** – Ralph reported that as of today, we have not received notification of the status of the grant submitted by ECU.
- **ECU University/School District Consortium** – Ralph reported that he has been invited to participate on a committee to develop an induction and coaching model for teacher leaders and principals. This will be a year-long commitment and will offer an opportunity for the Collaborative to have eyes, ears, and a voice in this initiative. Ralph will need the group's input and he will keep them informed as the process continues. The first meeting will be September 19, 2017.
- **ECU Rural Education Institute** – Ralph reported that he has been invited to participate on a team sponsored by REI COE to work on revisioning REI. Included in this initiative will be attendance at the National Forum to Advance Rural Education conference- Columbus, Ohio (Oct 11-Oct 14), and the NC School-University Partnership Summit- Wilmington, NC (Oct 19-21). As with the University/School District Consortium work, Ralph will need the group's input and he will keep them informed as the process continues.
- **Drive-In Conference** – Ralph reminded the group that the Fall conference will be held September 30 at Mendenhall Student Center, ECU, Registration forms are due September 8 and conference fees are due September 11.
- **Membership Dues** – Ralph reminded the group that membership dues are due September 15, 2017.
- **Spring Conference** – Ralph informed the group that the conference has been confirmed with the Crystal Coast Civic Center and the Hampton Inn for April 27-29, 2018. We will need to craft a schedule/program.

Regional and Partner Updates

Sonya Rinehart (via email)/ Rhonda Holmes shared the following:

- Sept. 11th 7-8pm is the first BT Twitter Chat for the year. Jump online with #NCBTCHAT
- TOY Portfolios Due Sept 15th
- Please Submit POY nominations
- Be sure to register for the ILCC meeting Sept. 20th (9-12) at Chowan University- Peer Reviews will begin there as well as virtual meeting with Tom Tomberlin. <https://goo.gl/forms/Ap7J4c0bYU9TSVN22>
- NE Principal READY is Oct. 3rd in Greenville- registration is forthcoming.
- Northcentral TOY interviews will be held October 17-18, 2017

Catrina Davis shared many upcoming events at East Carolina University.

They are posted on the Collaborative Meeting Wiki

<http://necollaborative.wikispaces.com/2017-09-08+Meeting>

Other Action Items:

2017 Fall Drive-In Conference

The Collaborative approved plans for the Fall conference as presented and with discussion. (Moved by LaKesha Boone, seconded by Tammi Ward and approved unanimously)

ECU SEED Grant

No action was taken on this item since there has been no notification of the grant status.

2018 Spring Conference

The Collaborative discussed possible changes to the Spring conference program based on feedback from previous conferences. A committee was formed to follow-up on the discussion and make recommendations to the total group at a future meeting. Members include: LaKesha Boone, Catrina Davis, Ralph Evans, Oliver Holley, and Rhonda Holmes. The committee will participate in a conference call October 5, 10:00-11:00 am.

2017-18 Meeting Schedule

The Collaborative approved changing the November meeting date from the 10th to the 9th due to districts recognition of Veterans Day. (Moved by Oliver Holley, seconded by LaKesia Boone and approved unanimously).

2017-18 Initiatives

The Collaborative formed small workgroups to brainstorm ideas for initiatives to be undertaken during the school year. Each group posted suggestions on an online form. The results were discussed by the total group. Ralph will fine tune the list to eliminate duplicate entries and other items based on the group discussion. No action was taken at this time.

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

- Plus
 - Great information
 - Open discussion
 - Great group discussion and participation
 - Collaboration on completing the activity
 - Collaborative Atmosphere
 - Food
 - Conversation
 - Great information
 - Well Planned
 - I like that we can stick to the agenda
 - Work session to identify initiatives
 - Good turnout and food
 - A lot of information given and like the idea of a committee to revisit the Spring Conference agenda
 - Great meeting, glad to welcome new members.

- Hospitable hosts.
- Good start to the year.
- Agenda and work on the initiatives for the new year
- Hand-held and hard copy of agenda (no computer)
- Updates – Spring/Fall Conferences
- Group activity to discuss Collaborative (additions/changes, etc)
- Detailed info for Drive-In Conference
- Draft for Spring Conference
- Delta
 - Too many talking at one time
 - None
 - Unsteady WiFi connection-not sure this can be changed
 - None noted
- Comments
 - Great meeting! I look forward to this year!
 - Great Meeting
 - Thank you Ralph!!
 - Thank you to Mr. Evans and to our hosts!
 - Looking forward to some of the changes being put in place in the next year.
 - Great meeting!
 - Great lunch!
 - Great time to network

Announcements:

The next meeting will be held **Friday**, September 8, 2017 in Hertford County.

Adjourn:

With no further business, the meeting was adjourned.

_____, Director
 _____, Recording Secretary