



RPDS Council Meeting

Dec. 3rd, 2008 ~ 4:00 – 5:30 PM ~ TETC 153

Minutes

In Attendance: Stacie Siers, Paul Gasior, Carol Wood, Dennis Pataniczek, Joel Jenne, Nancy Michelson, Mary Sarah Kneebone (intern), Virginia Holloway, Monta Kutchen, Cathy Hanson, Harold Schriver, Marchan Ball, Keith Conners, Jenn Pahl, Betty Hamblin, Shannon Baum, Debbie White, Lynn Brydebelle, Jo Ann Banks, Karen Bailey, Jodi Hollamon, Karen Lutz, Ron Siers, Debbie Ball, EJ Olinde, Marianne Noelte, Sara Elburn, Jon Shearer, Cheryl Doughty, Jessica Breitschwerdt, Lorene Evans, Karen Horner, John Bing, Christel Savage, Doug DeWitt, Regina Royer, Jessica Payne, Brandi Swatalski, John Furey, Teena Gorrow, Briana LaVorgna, Althea Pennerman, Kristina Belcher, Carolanne Brennan, Amy Walstrum, Sharon Huston, Angela Sullivan, Karen Leimann, Joann Willey, Doug Bloodsworth, Gwen Beegle, Sheila Cain, Kim Nein, Beth Keyser, Kathy Malone, & Stephen Rorke. (56)

- I. **Welcome** – RPDS Coordinator Stacie Siers welcomed everyone to the first Council meeting of the year. A reminder about parking, please visit the SU website and print a visitor parking pass a few days before any meeting date. Parking remains an issue, so when possible arrive early. Parking spots are more readily available on the half hour.
- II. **New PDS Sites** - Three new PDS sites were acknowledged. Prince Street Elementary and Easton Elementary are back on board after being on hiatus for the past two years and Parkside High School will be officially on board as a PDS site beginning in the Spring of 2009.
- III. **RPDS Happenings** – *Please review the attached RPDS Happenings page for all the latest PDS news from our sites.* A special thank you to site coordinators, administrators and liaisons who took the time to submit Happenings for their site. The RPDS Happenings will be posted on the website. www.salisbury.edu/pds.
 - a. **What's New at SU?** SU has successfully completed the Follow-Up Saturday Professional Development Workshop Series. The series began in the Spring of 2007 by providing five Saturday workshops for PDS faculty and staff to attend on topics determined by a needs assessment survey administered through the RPDS Council. Over 300 PDS faculty attended the workshops!
 - b. **The final PDS Grant** was extended through June of 2009 enabling PDS partners to complete current grant projects.
 - i. Nine **Mini Grants** tied to school achievement were awarded to twelve PDS sites. All sites will disseminate their project findings this spring.
 - ii. **Mentor Training Series** - Any site wishing to continue to use the Mentor Training Handbook to deliver on site mentor training this year is welcome to do so. Some schools are using time during county or school professional days to

conduct the training. Please notify Stacie if your site intends to plan additional trainings. Two new co-teaching clips are being developed this winter and will be available for use this spring. Additional details will be provided at the next RPDS Council meeting.

IV. Looking Ahead – Mark your calendars for the following two important dates.

- a. Last RPDS Council Meeting ~ Feb. 19th 4:00 pm TE 153
- b. RPDS Conference ~ May 6th 4:15 pm Guerrieri Center

V. Pendaflex System

- a. **Liaison/Site Coordinator Testimonials** – Harold Schriver & Cathy Hanson, Joann Willey & Karen Horner and Doug DeWitt & Cheryl Doughty shared how they utilize the new pendaflex system for collecting and organizing artifacts showcasing PDS work at their site.
- b. **Intern Artifacts** - Collecting artifacts from interns is not only a great way to document your sites accomplishments, but it allows for site coordinators and principals to be aware of PDS activities in their building and to share the information with faculty, students and parents.
 - i. Suggestion - During spring site orientations site coordinators, liaisons and administrators were encouraged to make a list of items/artifacts each intern can provide before they leave their experience. Liaisons and site coordinators can determine who will collect these items from the interns and when.
 1. Intern PD Trackers (please see attached document)
 2. Action Research Summary (including data)
 3. Legacy Project Summary
 4. Lesson Plans (showcase)

VI. Action Plans – MSDE was unable to attend the meeting, but tips were provided on how to create a PDS action plan to benefit each site. 1) Keep it simple and select a school improvement goal that involves a small group of students or one particular classroom as opposed to a goal for the entire school or grade level. 2) Use already existing data collection tools/assessments where there is some sort of a pre & post test concept taking place. 3) Conduct your action plan project during a selected time frame when SU resources are available. It is not necessary to make an action plan span an entire school year. Choose a short time span (two weeks, a month, a marking term) to implement your project and collect your data. If you have any questions as to whether or not your site is on track with your action plan, contact Stacie immediately...she will be more than happy to work with you.

VII. Diversity Survey - Carol Wood introduced a new survey for review by the Council in an effort to get a snap shot of classroom diversity within our existing PDS sites. SU is able to access school specific diversity data; however, our accrediting bodies require a more in depth look at diversity within the classrooms where our candidates are placed. Ideally we would like to have this information prior to internship placement so that placement changes can be made if necessary.

- a. As is stands the survey consists of 13 questions to be completed by mentors every year or so. Mentors would be asked to analyze one of their classrooms that they feel is representative of their teaching day. SU is open to alternative ways to acquire this type of data or alternative assessors other than mentor teachers. ***Please see the attached draft version of the survey.***
 - i. **Suggestions made:**

1. Add the survey questions on to the already existing methods candidate evaluation which is completed by the mentors when they host a method's candidate.
2. Eliminate the last two questions of the survey.
3. Have method's candidates complete the survey as opposed to the mentor teachers. (possible problem with accuracy)

ii. Requests:

1. Site Coordinators and administrators requested a hard copy of the survey for their records.
2. Schools requested a copy of the intern evaluation of their school site to be sent to them.

iii. Next Steps:

1. Anyone with additional feedback can submit their comments directly to Carol Wood at cawood@salisbury.edu.
2. SU would like to try to begin collecting this information during the Spring 2009 semester.

VIII. Adjournment

- a. The meeting adjourned at 5:20 pm.