

Professional Development Planning Committee
Meeting Minutes: January 10, 2012

Attendance: Richard Neidhart, Rosemary Pitruzzella, Eleanor Young, Kate Chichetti, Camille Viola, John Kolesar, George Brady, Juliet Gevargis, Brian Culot, Karen Ramirez, Nicole Lai

I. Roles

- Facilitator role will be rotated based on volunteers
- Note taker role will be rotated among members of the committee
- Board Liaison role was shared with the committee

II. APPR Update

- Draft was shared outlining new regulations and items that need to be negotiated
- Using existing committees to begin the process. Curriculum teams have been aligning the common core with current curriculum.
- Math and ELA Leadership Teams have been looking at evaluation tools. Some teachers will pilot those tools this year.
- Discussed how special education teachers would be affected - a document can be reviewed on state education website for additional information.
- Danielson rubric -many teachers who have chosen to do a three year project have not seen this rubric. These documents are in the process of being reviewed by Extended Leadership Team and will be shared at a building level during Supt. Conf. Day.

III. Tracking Professional Development-My Learning Plan

- Currently not being used at full capability
- Track hours for those staff members who have professional certificate (175 hours are need; FAQ was shared)
- We should be tracking building level meetings so Professional Development can be analyzed and reports can be generated by school, grade levels and departments.
- Currently being used for evaluations-OASYS
- Lynn will check to see if she could align curriculum meetings with My Learning Plan as well.
- If a building needs more help let Lynn know and support staff can be sent to help with training
- We should look at Johns document for input

Next Steps

- Look at how we can track meetings in My Learning Plan
- Need common language (suggested: use hyphens to coordinate among buildings)
- Each building should come up with a list of consistent events or meetings. Some are Gene Thompson Groove, Kathy Mason, PLCs, partnerships across grades,

RTI, Data Inquiry Teams, IDE, IDE conference times. Minutes from these meetings can be uploaded to the site as well.

- More training is needed at each building and buildings should determine who needs training

IV. Moodle Update

- Survey information was shared from end of last year
- Moodle mentors felt same survey should be used as the post
- Face to face meetings will be added to next round
- BOCES will work on server so teachers could be working together at the same time
- Moodle University-courses are being taught by our own teachers and offered throughout county

Next Steps:

- Each building will devote some time to an ending Moodle Activity. Teachers will be asked to post something before the Feb. break
- Last page of survey-Teachers who are interested can voluntarily sign up for a Moodle course (March Supt. Conference day will involve some face to face time)
- Course descriptions will be more detailed to help in selection of moodle
- Suggestion: "college fair" to help you choose your Moodle course

V. Updates on Consultant

A. Kathy Mason

- WOS-There are 8 PLC groups. Five of the groups have begun peer observations and the others are looking at student work. By March each teacher will have completed a round of peer observations.
- TZE-Focus is on 21st century. Teachers are in different places and next steps involve peer observation
- CL-Using instructional rounds to gather data focused on 21st century skills. Worked on peer observation process with a specific focus for past year. Kathy has helped groups with development of norms.
- MS-Working with team leaders on tuning protocols to infuse 21st century skills in lesson planning. They would like to begin looking at student work.
- HS- They have been looking at student work during common planning times. They have moved toward peer observations among PLC by using instructional rounds to gather data. Their next steps would be to involve more staff members.

B. IDE

- WOS-First grade teachers have participated in the training (some are in Year 2). They are working on developing PBL's for each Math unit. Others have expressed interest in any future training opportunities.
- TZE-They have participated in coaching visits and follow-ups. Teachers are creating PBL units for social studies and math. There is interest among teachers in future trainings.

- CL- 17 teachers trained but those who have not been trained are working with people who have. Interdisciplinary units of studies that are problem based have been developed with a focus on writing across content area. Next steps would be to have a third cohort trained so all class teachers are trained. PBL's in science have been created.
- MS-All math and science teachers have been trained. They are working on infusing technology into 21st century lessons which has had a big impact on science curriculum. All students are getting experiences through the EXPLORE cycle.
- HS- 2 cohorts are trained. Teachers are creating more units or revising units that were created. During IDE they are using Moodle at the workshops to post and share their work.

C. Gene Thompson Grove

- Started with RTI and CST teams at each level.
- Protocols used to look at student work to enhance process.
- HS-went through protocol and have developed a checklist to make sure information is available at the meetings. Looked at place mats for School Attuned and teachers are interested in All Kinds of Mind Training.

Next meeting-March 15