

Minutes
Professional Development Committee – SAU #20
Wednesday April 8, 2009- Gorham Middle High School

Committee Members Present

A. Bradford – Gorham High School
J. Carlisle – Professional Development Assistant SAU 20
J. Carpenter – Professional Development Chairperson
K. Cloutier- Principal, Ed Fenn Elementary School
J. Corrigan- Gorham High School
K. Fowler- Gorham Middle High School
M. Giroux – Milan Village School
I. Graff – Ed Fenn Elementary School
L. Hunt – Gorham Middle School
L. Pike – Ed Fenn Elementary School

Committee Members Not Present

D. Backler – Principal, Milan Village School
S. Lane-Errol Consolidated School
K. Parent – Principal, Gorham Middle High School

The April 8, 2009 meeting of the Professional Development Committee was called to order at 3:40 PM by Chairperson, Jo Carpenter.

The February 18, 2009 minutes were reviewed for committee approval.

Motion by Jen Corrigan, second by Lynn Hunt

Motion: to approve the February 18, 2009 minutes

Vote on motion: nine in favor; M. Giroux abstained (not present for meeting): motion carried.

Workshops

Follow-up

Executive Skills – Katrina Fowler has been in contact with Barbara Young Hoffman on presenting a workshop on Executive Skills. Barbara has proposed to offer the workshop in the fall of 2009.

Including Samuel- Dan Habib is available to show his documentary film *Including Samuel* and to facilitate a follow up discussion with our faculty and staff on August 26, at 10AM. The movie theatre in Berlin will not accommodate all staff, therefore, it has been suggested that the staff be bused to the theatre in Lancaster. Discussion was held on the possibility of having two shows in Berlin to minimize time away from the classroom. Follow up workshops on the topic of inclusion for later in the fall was also discussed. Joyce will contact Mr. Habib's assistant to see if they have suggestions or if they might provide a questionnaire after the documentary targeting the staff's opinion of suggested follow up training.

Safety Workshops- Karen Cloutier provided an update of the Safety Committee's offering of Bloodborne Pathogen and Fire Extinguisher training during the August in-service days. The goal is to provide the training each year and highly suggest that each staff member take the training every three years as part of their 3-year plan. Pauline will be arranging the training with Primex and the Fire Department.

1st Aid and CPR Course-Barb Arnold and Bruce Fike offered a First Aid and CPR course on March 25 & 26. They will be offering another course on May 20 & 27.

Web 2.0 Technology Training-Jen Corrigan has been reviewing course material on Web 2.0 technology for her classes and asked the committee if this may be something that would be of interest to offer to staff next fall. The committee decided to revisit the topic in the fall.

GPS Course-Faith Kimball and Jackie Corrigan will be offering a GPS course on May 6 & 7 at Ed Fenn School. The course will be posted on MLP. Discussion followed on the need for more technology course offerings and collaborating among schools on planning for technology.

MLP

Recertification – The paperwork has not been received from DOE. Dates were changed on MLP so 3-year plans can now be approved and ready to submit to the state when paperwork is received. Joyce will continue to work with MLP to find an easier method for individuals to access number of PD hours by categories (Area A, B or School Improvement).

College Credit Course Application Process-The flowchart, information and forms on District Funds are now available on MLP, thanks to Jen Corrigan's help.

Extra Monies-Discussion was held on Extra Monies and it was determined that the topic will be put on the PDC May Meeting agenda for further discussion.

PD Policy for unattended PD Activities-Discussion was briefly held on the need for a policy for PD activities which have been prepaid with PD funds and are not attended. It was determined that the topic will be put on the PDC May Meeting agenda for further discussion.

Vote on Professional Development Chair Person

Motion by Lynn Hunt, second by Ingrid Graff

Motion: to approve Jo Carpenter as Professional Development Chair Person for the 2009-10 School Year

Vote on motion: all in favor; motion carried.

Date and Location of Next Meeting

The next regularly scheduled meeting of the Professional Development Committee is **Wednesday May 13, 2009** at Errol Consolidate School at 3:45 PM.

Adjournment

The April Professional Development meeting was adjourned by consensus at 4:50 PM.

Respectfully submitted,

Joyce M. Carlisle
Professional Development Assistant
SAU #20