

Minutes  
Professional Development Committee – SAU #20  
Wednesday, September 8, 2010- Gorham Middle High School

**Committee Members Present**

D. Backler – Principal, Milan Village School  
J. Carlisle – Professional Development Assistant SAU 20  
J. Carpenter-Professional Development  
K. Cloutier- Principal, Ed Fenn Elementary School  
J. Corrigan- Gorham High School  
K. Fowler- Gorham Middle High School  
L. Jensen-Gorham Middle High School  
K. Moore-Edward Fenn Elementary School  
K. Parent – Principal, Gorham Middle High School  
L. Pike – Ed Fenn Elementary School

**Committee Members Not Present**

M. Giroux – Milan Village School  
S. Lane-Errol Consolidated School

The September 8, 2010 meeting of the Professional Development Committee was called to order at 3:35 PM by Chairperson, Jo Carpenter.

**Approval of previous meeting's minutes**

**June 2, 2010 Meeting Minutes-** The June 2, 2010 minutes were reviewed for committee approval.

**Motion made by Jen Corrigan to accept the minutes as presented. Motion seconded by Katrina Fowler.**

**Vote on motion: 9-0. Motion approved.**

**2011-2012 Budget**

The 2010-2011 budget was reviewed for committee approval.

**Motion made by Keith Parent to accept the budget as presented. Motion seconded by Jen Corrigan.**

**Vote on motion: 9-0. Motion approved.**

**Workshops**

No requests for PD workshop funds were requested at this time. Lisa Pike will be inviting Kelly Gagnon to present a Smartboard Training offered SAU wide.

**PD Needs Assessment Survey Results & Parent Survey Results-** the PD Needs Assessment Survey results were discussed. Chairperson, Jo Carpenter, observed that bullying was a common theme expressed in the Parent Survey and that the Teacher Survey indicated Teachers' appreciation for time dedicated for group/peer meetings.

**MLP**

The annual 2010-11 user's fee was paid out of the PD budget for 2010-11.

**October PD Day**

Building Principals briefed the committee on individual schools Professional Development plans for the upcoming fall and PD Day on October 8<sup>th</sup>.

**Presenters Fee Proposal Worksheet**

Keith Parent confirmed that the form will only require one of the three noted signatures on the form. It was noted that the only way to see how it will work out is to get it out to prospective presenters and give it a try.

**2010-11 PDC Schedule**

The Committee agreed to continue to meet on the second Wednesday of each month. See attached schedule.

**Other**

Discussion was conducted on the request by a staff member to have access to his remaining PD funds for a college course which he had begun during the summer but had not requested the use of PD funds at the time the PD activity was approved. **Motion made by Jen Corrigan to allow this person to use his remaining PD funds for reimbursement of fees associated with this activity, upon the successful completion of the course. Motion seconded by Linda Jensen. Vote on motion: 9-0. Motion approved.**

There was also discussion on the number of hours allowed for PD book reading activities. It was determined that due to the multiple variables involved, such as the book content, reading speeds of individuals, etc, the number of hours would best be determined by the individual reader.

The Three Year Plan/MLP workshop for new hires will be held on Monday October 18<sup>th</sup> at the GMHS and on Monday October 25<sup>th</sup> at Ed Fenn School at 3:00 PM.

**Adjournment**

**Motion made by Jen Corrigan to adjourn the meeting. Motion seconded by Linda Jensen. All in favor.**

The September 8, 2010 Professional Development meeting was adjourned by consensus at 4:55 PM.

Respectfully submitted,

Joyce M. Carlisle  
Professional Development Assistant  
SAU #20