

Professional Development Committee

September 25, 2007, 2:45 - 3:45 P.M.

Principal's Conference Room

Members: Jan Mullen (for Steve Bluford), Charlie Dullea, Meredith Galvin, Bobby Gavin, Kate Kodros, Todd Bank (for Hillary McKinney), Paul Molinelli, Linda Rich, John Stiegeler (for himself), Mary Abinante (for Patty Zatkin)
Excused: Mary McCarty, Kevin Quattrin

1. October 18th In-service

Paul reviewed the general plan for the October 18th Ministry Morning and In-service. Our in-service will be facilitated by Karen Grites, Director of Educational Services for the Schools Attuned Program. Grounded in the most current brain research, Schools Attuned emphasizes that individual learning differences exist among *all* students, and that every student can benefit from having a better understanding of her/his own learning strengths, affinities, and weaknesses.

The Committee discussed the general timing of the day, and members agreed with the recommendation that we start the ministry morning at 8:30 to budget extra time for transitions and/or a session running over schedule. Paul asked the Committee to review a handout summarizing the Schools Attuned Program's principles, content, and process. Charlie Dullea suggested a way in which the Ministry Morning might be effectively linked to the in-service, referring to recent Ignatian news article about how recent brain research relates to the IPP. Todd Bank asked whether a "topic table" might be arranged with our presenter during lunch.

The Committee discussed whether attendance should be monitored somehow, in light of the perception that more than a few faculty were noticeably (and progressively) missing from the beginning-of-the-year faculty meeting. The Committee determined that, at least this time, it would be best to remind our colleagues that they are contractually obligated to attend our Ministry Morning and In-service.

The question was raised about whether all staff members are expected to attend the in-service. The Committee generally agreed that support staff should be encouraged to attend. At the very least, they ought to be interested in the first hour of the presentation, which will provide an overview of the major principles of the Schools Attuned program. The Committee agreed that many of our non-faculty colleagues who are parents ought to be very interested in the in-service topic.

Since faculty will be asked to work in interdisciplinary small groups according to grade level, the Committee agreed that faculty who teach two sections of upper and lower division students should be given a choice of level groups. Paul will email faculty for their preferences. Discussion ensued about the size of groups, and it was determined that groups should be as small as reasonably possible, with a target size of eight or fewer.

Tentative Schedule

- 8:00 – Continental breakfast (Commons)
- 8:30 – Ministry Morning – Arrupe book editor (Orradre)
- 9:30 – In-service: “Schools Attuned” (Choral Room)
 - Overview of the eight neurodevelopmental constructs of Schools Attuned framework, and relevant brain research that informs them (1 hour ±)
 - * Break – divide into classrooms (10-15 min)
 - Case studies by small groups (interdisciplinary, by level) -- Which constructs are at work? (i.e., strengths, weaknesses) Management plan? (50 min ±)
 - * Break – move back to Choral Room (10-15 min)
 - Debrief; whole class strategies (50 min ±)
- 1:00 – Lunch

2. Long Range Plan for PD

In preparation for the Long Range Planning process (LRP), Paul asked the Committee to consider a list of the professional development criteria and topics that ought to be considered when creating a five-year plan for professional development. LRP committees, consisting of Regents and staff, will soon be formed. One of these committees will be directly responsible for accounting and preparing for the long-term needs of professional development at SI.

After reviewing the list (see below) and explaining its organization (school wide, department, individual), Paul asked members to ask questions and comment upon this general list. In particular, are there areas that have been omitted or need to be developed or clarified?

Bobby Gavin asked for clarification about the categories, and he specifically wondered where professional development for co-curricular roles fit within these criteria. The Committee discussed where this would fit within these overlapping categories, but all agreed that co-curriculars (and to some extent, Campus Ministry) should be more explicit among these criteria as the planning process unfolds. More discussion followed about the weight or relative importance of these criteria.

Criteria for Creating a Five-Year Plan:

- Action Plan & LRP goals
 - Wellness (SOS)
 - Technology (laptops)
 - Data (data teams, general literacy)
 - Formation (formation board, student interviews)
- Department-specific goals & needs
 - Program & curriculum changes (e.g., Counseling & RS)
 - Content knowledge
 - Leadership (chair training, etc.)
- Individual professional growth & changes in personnel
 - RBT: Skillful Teaching, Observing & Analyzing, Cooperative Learning, etc. (or similar courses)

- Leadership (JSEA, other)
- Discipline specific (content, pedagogy)
- Personal spiritual growth

3. Summer Grants Update

Paul reviewed the status of summer grants. Paul reviewed with the committee the course websites and several update documents submitted by grant recipients for the purpose of this meeting. He noted that significant progress had been made on each of the projects over the summer, although several project groups ran into some unanticipated complications in their work that required shifting the focus and/or direction of their work. Several grant projects are completed (Readable Calculus, AP Computer Science) or near completion (Environmental Science, Study Skills), and several others will require the remainder of the semester to complete (Quizdom, AP Spanish, Anatomy & Physiology). Paul noted that he would be following up over the next month to check on the progress of these grant projects.

Next meeting: October 30th