

Professional Development Meeting

November 7, 2006, 2:45 P.M. - 3:30 P.M.

Principal's Conference Room

Members Present: Susan Lee, Elizabeth Purcell, Justin Christensen (for John Stiegeler), Grace Curcio, Hillary McKinney, Ted Turkington (for Steve Bluford), Patty Zatzkin, Charlie Dullea, Paul Molinelli

Excused: Kevin Quattrin, Meredith Galvin, Kate Kodros

1. October In-service

Paul distributed a draft of the in-service survey evaluation that he hopes to post online this week. The Committee offered several suggestions to improve the survey. Suggestions included unpacking several statements into separate items, including an item about the start time of the in-service, and moving the general survey items to the beginning, since they are most pertinent to designing future in-services. All agreed that these changes would make the evaluation results more useful.

Discussion followed about how the in-service raised for faculty the related issue of our roles and responsibilities off-campus, specifically in those situations when faculty witness students engaging in inappropriate and/or illegal behavior. The Committee discussed whether this might be an appropriate topic for a future in-service or faculty meeting. Charlie clarified existing school policies relevant to this issue, and all agreed that faculty and staff should be made more aware of exactly what their responsibilities are in such situations. Paul mentioned that several faculty, as well as Paul Gaspari, raised the related issue of sexual harassment as another topic worthy of school-wide discussion.

Paul indicated that the March 8th in-service is scheduled to address our "Stressed Out Students" program and will be facilitated by Denise Pope from Stanford. Charlie mentioned that this might include several presentations and activities, including a "fishbowl" where faculty and staff observe a student discussion. While the SOS team will arrange with Denise Pope the basic content and activities of this in-service, evaluation results from our fall in-service might be used to inform the structure of this day.

2. Summer Curriculum Grants

Paul asked the Committee to comment upon a draft of a proposed Summer Curriculum Grant rubric, as well as the most recent application form. The rubric will serve as both a guide for grant development and an instrument for evaluation. Committee members suggested that the application ought to include a template. Any suggestions for such a template should be forwarded to Paul. After further discussion about the application and rubric, it was agreed that the application should be revised before moving any further on the rubric. Paul will work on this with Elizabeth's assistance. The Committee then discussed possible deadlines and presentation dates, and unanimously agreed that all dates and deadlines should be moved forward so that applicants can receive final award decisions by mid-April. Paul will invite potential applicants to an informational meeting in December, where he can answer questions about what kinds of curriculum projects qualify for a Summer Curriculum Grant. The Committee agreed that it would be important to discuss possible grant projects at December department meetings.

Paul concluded by noting that he would have a revised grant application packet for the next PDC meeting in December. At that time, the Committee can also discuss the possibility of simplifying grant amounts by creating grant “categories” that correspond to an appropriate level of funding.

Next Meeting: December 5th