

Leadership Team Meeting Minutes

September 5, 2006 @ 1:00 pm

USF – Moes Room

In Attendance:

Georgia Balderas, Amy Benish, Brandie Davis, Clare Gawlik, John Gambro, Barbara Ingold, MeShelda Jackson, Mary Maragos, Myrna McCarthy, Renee McPherson, Donna Metlicka, Cathy Nelson, Cheri Packard, Wes Russell, Linda Scott, Edmee Sienkowski, Carol Sossong, Tracy Spesia, Jane Udovich, Maria Zavala

Absent: Lacy Althoff, Bill Bromer, Sue Krause, Sue Swarhout, Lisa White-McNulty, Doreen Vieitez

Review of Minutes:

- April and July meeting minutes were reviewed; the minutes were approved as written.

Introductions:

- The visiting scholar from Spain, Dr. Maria Hernandez-Sampelayo, was introduced. All members introduced themselves.
- Introduction of Mary Maragos (new addition to the leadership team) from the College of Nursing.

Partnership Agreement (Carol Sossong):

- The agreement is on the Joliet Public Schools District 86 Board of Education agenda for the meeting of October 4, 2006, at 7:30 p.m. Dr. Vinciguerra is planning on attending the meeting; John will confirm his attendance to Carol as it gets closer to the date.

Field Experience (Myrna McCarthy):

- The number of teacher candidates at each partner school is as follows
 - Farragut:
 - Two (2) AFE
 - Five (5) IFE
 - Two (2) BFE
 - One (1) Special Ed.
 - A.O. Marshall:
 - Three (3) AFE
 - Six (6) IFE
 - Zero (0) BFE
 - Two (2) Special Ed.

Candidate Seminars (Tracy Spesia):

- Tracy and Sue will be using the model as last year for the JPDSP teacher candidates field experience:
 - 3 Seminars each semester
 - Debbie Miller Book Study (Reading Skills)
 - Ruby Payne Book study (Poverty)
 - Different Teaching Styles (Observation & discussion)
 - Daybreak Shelter Field Trip

Committee Breakout

The Leadership team broke out into committee meetings for 20 minutes to review and finalize the workplans and budget for the next grant fiscal year and then reconvened.

Committee Reports:

Public Relations (Barb Ingold):

- No changes to the draft workplans or budget.
- Year-End Celebration – SAVE the DATE – April 26th, 4:30 – 6:30 p.m.
- Fall Open Houses:
 - September 15th, 12:15 pm, at A.O. Marshall
 - September 15th, 12:30 pm, at Farragut
 - Members of the Leadership Team determined which open house they were going to attend
- Barb asked to meet with School Liaisons and Teacher Candidate Representatives after the meeting regarding two subjects:
 - Monthly Student Spotlights
 - “New Family” brochure
- Staff Spotlights to be:
 - Brandie Davis
 - Georgia Balderas
 - Renee McPherson
- Article on the JPDSF written by Cathy Nelson to be published in District 86’s Quarterly Parents’ Magazine this quarter.
- JPDSF budgeted to send 3 representatives from USF and 4 representatives from District 86 to the National PDS Conference. Carol requested that the 4 representatives from District 86 be teachers from A.O. M. and Farragut. These individuals need to be identified within the next few weeks.

Student Achievement (Donna Metlicka):

- No changes to the draft workplans or budget.
- The committee has settled on the way to best continue the BRI training. Taking advantage of the rotating substitute, Donna will come to each partner school, train designated individuals, who will in turn train the rest of the staff.
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Professional Development (Amy Benish):

- No changes to the draft workplans or budget.
- The committee is in the process of planning two professional development workshops in addition to a reading comprehension workshop by Beth Gambro (to meet requirements of a programming project expenditure).

Teacher Candidate (Myrna McCarthy):

- The budget is okay. The workplan needs to be adjusted with the removal of the initiative regarding the development and conduction of the workshop(s) related to team-teaching. The committee would like to have some time to determine the best course of action first.
- The field experience seminars conducted last year will be a continuing piece of the JPDSF field experience this year.
 - Three seminars per semester are planned, including a visit to the Daybreak Shelter.
 - The Reading With Meaning book by Debbie Miller will be utilized.
 - The Understanding Poverty book by Ruby Payne will be utilized.

Action Research (Cathy Nelson):

- No changes to the draft workplans or budget.
- Beginning the Action Research Workshops in the summer worked much better.
- Five Action Research projects have been initiated.
- Cathy & Lisa will begin work on developing an Action Research handbook.

Other:

- USF's *Wellness and Lifestyle Management* class contains a field experience project to be conducted at A.O. Marshall, involving 20 USF students who will be designing and facilitating a leisure education/physical activity experience for participating students at A.O. Marshall.
- Scotty raised a question regarding the days of the week on which the Social Work interns would be on A.O. M.'s campus for their field experience. Cathy will follow up on this question and get back to Scotty.

Future Meeting Dates:

- October 3rd – Moes Room – 1:00 p.m.

The meeting adjourned at 2:45 pm.