



# JPDSP

Joliet Professional Development School Partnership



Joliet Public Schools District 86 & University of St. Francis

## Leadership Team Meeting Minutes

January 10, 2006 @ 1:00 pm  
USF – Moes Room

### *In Attendance:*

Lacy Althoff, Amy Benish, Lindsay Dykstra, John Gambro, Stacy Hogan, Barb Ingold, MeShelda Jackson, Sally Kowalski, Myrna McCarthy, Donna Metlicka, Cathy Nelson, Cheri Packard, Laura Pritz, Edmee Sienkowski, Wesley Russell, Linda Scott, Carol Sossong, Tracy Spesia, Sue Swarouth, and Jane Udovich

**Absent:** Karen Ball, Bill Bromer, Virginia Matthews, Lisa White-McNulty, Doreen Vieitez

### *Subcommittee Meetings:*

- The Leadership team broke out into subcommittee meetings for 30 minutes and then reconvened.

### *Review of Minutes:*

- November meeting minutes were reviewed, there were no corrections.

### *Sub-Committee Reports:*

#### Public Relations (Barb Ingold):

- The teacher Christmas gifts were placed on the teachers' desks as a surprise for them on Monday, November 28<sup>th</sup>. A. O. Marshall teachers sent a really nice thank you note to the LT; a copy was distributed to all members.
- The Year-End Celebration is scheduled for April 20<sup>th</sup> from 4:30 pm to 6:00 pm. Leadership Team members, faculty from all the JPDSP schools, faculty from the College of Education, and JPDSP teacher candidates. The PR task force is investigating having the celebration at the Mother House at USF.
- Work continues on developing a video for use at the National PDS Conference in March as well as at other events.
- Winter Open Houses are planned for January 24<sup>th</sup> (Farragut) and January 25<sup>th</sup> (A.O.M.). Both events will be held from 3:30 pm – 4:30 pm. **Everyone should wear their JPDSP Denim shirts!**
  - A continuous slideshow for the back of the room is planned
  - Agenda for the Open House includes:
    - Overview of the Leadership Team, their work, and the strategic plan

- As part of the Overview portion, the following volunteered to give a brief description of their subcommittee's work:
- Farragut:
  - Wes Russell: Professional Development
  - Laura Pritz: Student Achievement
  - Stacy Hogan: Teacher Candidate Prep.
  - Karen Ball: Action Research
  - Technology: Amy Benish
  - Public Relations: Barbara Ingold
- A.O. Marshall:
  - Edmee Sienkowski: Professional Development
  - Linda Scott: Student Achievement
  - Lindsay Dykstra: Teacher Candidate Prep.
  - Lacy Althoff: Action Research
  - Technology: Amy Benish
  - Public Relations: Barbara Ingold

Professional Development (John Gambro):

- The Special Education workshop is being set up for April. Sandra Thomas will be the presenter. Both Teachers and Candidates will be attending.
- The task of building up the Professional Development Library has continued. A.O. Marshall has completed their purchases for the year. Farragut continues to work on theirs.
- Plans for the Aurora University PDS field trip are being worked upon with the visit slated for this spring.
- Tracy Spesia is leading a "Debbie Miller" study group with the Teacher Candidates at Farragut.
- A group of 10 *JPDSP* members will be attending the National PDS Conference in March. Seven of them will be presenting at the conference this year in a round table discussion.
- The SmartBoard training conducted was highly successful and kudos were given to the presenters. Many of the USF faculty commented that they found the presentation inspirational.

Teacher Candidate (Myrna McCarthy):

- Technology training in the spring will be conducted during the candidates method classes.
- Training on the Joliet 86's software is being conducted January 19<sup>th</sup>, 3:30 to 5:00 pm, in the JFK building. IFE candidates will be attending; AFE candidates and all methods students are also invited.
- Farragut would like to investigate purchasing more ELMOs.
- IFE round-up is scheduled for February 6<sup>th</sup> & 7<sup>th</sup> from 5:00 to 6:00 pm each day in USF's Studio Theatre.
  - *JPDSP* members Stacy Hogan and Lindsay Dykstra are on the agenda to talk about the advantages of being part of the *JPDSP*.
  - If there is enough time available, then a Powerpoint Presentation may also be given.

### Technology (Amy Benish):

- Kudos were given again for the SmartBoard training seminar conducted by Megan Smith (*JPDSP* Teacher) and Lindsay Dykstra (*JPDSP* Teacher candidate).
- The goal for the JFK Training session mentioned in the *Teacher Candidate* subcommittee report is to have our *JPDSP* teacher candidates knowledgeable on the Joliet Schools district software prior to their AFE experience.

### Student Achievement (Laura Pritz):

- (BRI) Basic Reading Inventory as a diagnostic tool for reading will be purchased for all general education teachers.
- Donna Metlicka is going to conduct one hour sessions (the schedule will include different time options for the teachers to choose from) on using the BRI.
- Each teacher will need to attend three sessions altogether.

### Action Research (Carol Sossong):

- A timeline has been established to help the Action Research teams complete their projects:
  - January 27<sup>th</sup>, 12:30 - 3:00 pm:
    - “Analyzing Data” Workshop
    - at AO Marshall
    - Lunch Provided
  - February 23<sup>rd</sup>, 4:00 - 5:00 pm:
    - “Presenting Findings” Workshop
    - at Farragut(?)
  - April 6<sup>th</sup>, 4:00 - 5:00 pm:
    - Action Research Celebration
    - Poster Session and Presentation of Findings
    - at USF in the President's Room
- A timeline has also been established to start the Action Research process earlier, so that by the end of summer, the Action Research teams will have their plans in place:
  - May 12<sup>th</sup>:
    - Faculty Meeting presentation
    - at Marshall
    - AR completers talk a bit about process
    - Lisa and/or Cathy present an overview to faculty
  - May 17<sup>th</sup>, 8:20 - 9 am:
    - Faculty Meeting presentation
    - at Farragut
    - AR completers talk a bit about process
    - Lisa and/or Cathy present an overview to faculty
  - June 5<sup>th</sup>:
    - time and place TBA
    - Cathy and Lisa conduct workshop to include: overview of process, Id'ing problem, and lit reviews

- August 1<sup>st</sup>:
  - time and place TBA
  - Groups bring first draft of problem and lit review
- Week of Aug 14<sup>th</sup>:
  - Groups make appointments to meet with Cathy and/or Lisa to finalize plan

### *March 2006 Meeting:*

- Due to Spring Break at the University of St. Francis, the Leadership Team meeting is cancelled for all except those team members who will be attending the National PDS Conference in Orlando, FL, later in March. The only agenda item will be the finalization of the discussion panel presentation.

### *Social Work Interns:*

- The Interns placed in the *JPDSP* schools were a mixed success due to a few scheduling issues. The scheduling issues will be addressed with the next Social Work Intern placements so as to avoid similar problems in the future.

### *Biology for Educators:*

- USF is piloting a new course developed – Biology for Educators this semester.
- Farragut students will visit USF three to four times during the semester as part of this course
- A.O. Marshall students will be bused to USF to participate during the semester too.

The meeting adjourned into further subcommittee meetings.