



## 2021-2022 Committee Minutes

Date: October 20, 2021

Committee Name: Professional Development Committee

Recorder: Molly Stewart

Members Present: Molly Stewart, Sean O'Shell, Trevor Sussey, NJS

Members Absent: none

Discussion Highlights: Use faculty mtg. time for PLC discussions, begin planning March PD day.

Next Meeting Date: Weds. Nov. 3

Next Meeting Agenda Items: Nov. 10 faculty mtg. PLC topics

---

### Agenda Items:

- Check in with the superintendent about:
  - a plan for use of faculty meeting time- PD shareouts
    - Topics
    - Identify common themes in 7-12 mtgs
      - Contact someone in K-6 for their ideas
    - PLCs/meetings about specific topics- use faculty mtg time
      - PD committee could help generate topics each month
        - Connect to DEI
      - Start in November
  - the role of the PD Committee in planning superintendent conference day
    - Timeline to meet and discuss in advance
      - March PD still up in the air
      - Could be used as a time to wrap up PLC discussions
- Professional learning opportunities- what counts for CTLE?
  - Only faculty meetings and superintendent's conference days.

- Might be able to count certain mtgs if formalized, given approval.
  - ELL waiver
- Start planning PD survey
- Progress towards District Professional Development Plan

Action items:

- Create list of topics for Nov. 10 faculty mtg
    - Use this mtg. to learn PLC process
    - Incorporate DEI
  - Bring a topic to the Nov. 3 meeting
- 

Goals for this year

1. Finish District Professional Development Plan by end of year.
  - a. Choose areas of focus that will most benefit the district.
    - i. Soft skills - gather data and seek information to inform policies and collaboration regarding fostering students' soft skills.
2. Review Mentor Plan by end of year
  - a. Develop an evaluation process/tool for program and gathering mentee input.
3. Refine and send out a survey to record faculty professional learning interests and needs by the end of December.
  - a. Share results with the district.