

Professional Development Committee  
September 10, 2019  
Capital City High School

The group started the PDC meeting started with a tour of Capital City High School.

Jennifer welcomed new members. Members in attendance are: Amy Ambrose, Ashley Angle, Tara Barbour, Nikki Carel, Ashley Crisp, Dawn Day, Jessica Deschu, Lauren Gilbert, Jarrod Hendricks, Meghan Holliday, Stephanie Hufendiek, Amanda Jackson, Jennifer McBaine, Nicole McMorris, Alex Miriani, Crystal Riggs, Julie Schaefer, Amanda Schreiber, Jennifer Uptergrove, Ashley White, Lindsey Wilde, and Brian Shindorf

Brian discussed the curriculum writing progress. Social Studies will be the focus for the next two years. Teachers have just completed writing the English Language Arts curriculum. This year, teachers will also be working on curriculum for guidance, art, music, and physical education. The new instructional coaches will be attending cognitive coaching training in St. Louis. They are Carrie Martin, Amber Craghead, and Jessica Deschu.

Susan handed out the updated building PD budgets. Brian discussed the PD budget plans that the principals submitted for spending their professional development funding. Some principals will follow the process for requesting additional funds to help cover requests that are beyond their budget total.

Susan discussed updates to MyLearningPlan. The system was updated late in the summer, and has caused issues with some staff getting logged into the system. If staff are unable to log in, they can contact Susan for help. Susan updated the building PD approvers for routing leave requests that include PD funding. She also asked PD members to remind staff to submit evaluations and mark their activity complete. If staff have an activity in MyLearningPlan, their absence should be reported to Kelly Services as professional development.

Jennifer asked staff to sign up for at least one subcommittee. The subcommittee document is located in the PDC shared folder on the Google drive.

Susan did a brief overview/refresher for members. Meeting agendas and minutes will be shared via the PDC folder in the Google drive. Susan did a walkthrough of the Professional Development webpage, and discussed the PDC's role for approvals in MyLearningPlan. She also shared the district's professional development calendar.