



SCHOOL DISTRICT U-46
FULL COMMITTEE
PROFESSIONAL DEVELOPMENT COMMITTEE
DECEMBER 3, 2020
3:30 PM
ONLINE (ZOOM)
MINUTES

- I. Open Meeting (3:35 - 3:45)
 - A. Check-In/Introductions (Peggy)
 - B. Today's Minute Taker: Mary Huizenga
 - C. Approval of [November 2020 minutes](#)
 - D. [Today's Slide Presentation](#)
 - E. [Attendance Zoom Report](#)
 - F. [Poll report on approval of minutes, budget, and PD updates](#)
- II. Budget and Department Updates (3:45 - 3:55)
 - A. 2020-2021 SY Budget
 1. Currently available: \$36,455
 - a) 1/2 Available for First Semester - \$13,730 rolling over to next semester (included in the total above)
 - b) 1 Application approved - 15 people attending a virtual conference
 - B. [Department PD Updates](#) (Updates will be completed by 12/3)
 1. Please review the document, it will be included in the summary email tomorrow for you to share with your staff.

*When you have finished reviewing the Minutes, the Budget and the PD Update documents - please fill out the poll to acknowledge that you read and accept these documents!
(Please note any suggested revisions in the chat)*

Members voted using the pole.

- III. New Business (3:55 - 4:45)
 - A. Curriculum Proposals
 1. Counseling Framework - Michele Chapman and Alexa Charsha-Hahn
 - a) [Presentation](#)
 - (1) **Alexa presented.**
 - (2) **Rationale is that there is equity in services and engagement opportunities.**
 - (3) **PD will be on PPD days and New teacher orientation**
 - (4) **During the ongoing meetings throughout the year they have been rolling out the priority lessons for all.**
 - (5) **They will continue to work through curricular areas for framework integration**
 - (a) **Questions:**
 - (i) **When will they begin for students. It depends on the schedules. Currently in**



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HS English classroom. Middle school in Math, lunch, etc.

- (ii) Virtual Career Fair: in the works.
- (iii) Would this have any effect on Elementary? Not yet, there are no counselors on that level
- (iv) What curricular areas? Not clear answer?
- (v) Name: School counselor, not guidance.

B. PD/Evaluation Procedures: CPDU form accessibility

1. [Information](#) and survey
2. Refer to the information
3. We're asking all to take a survey before next meeting.
4. This process used to be simple. Present, paper, fill out, leave. Now it's different.
5. CPDUs have a different weight: we are distant, they affect the pay scale, we are being audited.
6. Evaluations are not being completed at a high rate.
 - a) Asynchronous ones are going well. In Synchronous ones you have to be reminded to fill out forms and then download the credits so they are not filled out timely.
 - b) Ways to make sure people are engaged and learning.
 - (1) Possibly using a code that is handed out during the session so people stay on.
 - (2) Many other ideas on survey.
 - c) **Committee members are asked to fill out the survey before the next meeting.**
 - d) Some questions copy each other. One is an action button, the other gives you a check box of other ideas.
 - e) Other questions are for large zoom sessions, and others for small sessions.

C. Subcommittee Work

1. Instructions:
 - a) If you don't see your name - please add it to the document
 - b) Focus on 1 piece of work
 - c) Make sure someone takes notes
 - d) Don't forget to put your summary up.
 - e) Make questions to start with next for the meeting
2. [Subcommittee Documents and Members](#)
 - a) If you don't see your name - please add it to the document
3. [December Report Out](#)



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4. At 4:30 fill our the above report.
- IV. Next Steps (4:45 - 5:00)
- A. Report Out at Building (Heather)
 - B. Next Meeting: January 7, 2021