

**Kennebec Valley Student Supports
Regional Service Center
Professional Development Committee
August 13, 2019
RSU # 2 Conference Room**

Present: Jay Charette, Superintendent RSU #38; Cornelia Brown, Interim Superintendent Winthrop Public Schools; Matt Shea, Director of Teaching and Learning, Winthrop Public Schools

Absent: Cheri Towle, Superintendent RSU 2; Nancy Harriman Director of Curriculum & Assessment RSU #38

Meeting called to order at 10:00 am by Superintendent Charette

- 1) Membership of the committee
 - a) Matt Shea will head this committee as part of job responsibilities.
 - b) Extend invitations as needed when discussing KVSSRSC professional development opportunities to member districts.
 - c) Check with Superintendent Towle to include a member from RSU 2.
- 2) Director Shea will manage agenda and minutes moving forward.
 - a) Meeting will be planned for fall, winter, spring, and on an as needed basis.
 - b) As much as possible Director Shea will inform committee of opportunities using email.
- 3) Summer PD follow up
 - a) Alice training bills/invoices will be coming after training is complete.
 - b) Mentor Training is continued to be investigated.
- 4) PD Calendars for districts
 - a) Superintendent Charette has developed a professional development calendar for RSU 38 and will share with the team once completed as a way to begin to share opportunities.
- 5) Budget for PD planning
 - a) Safety Care will be investigated as possible RSC support under professional development - this will be brought to the next business meeting.
 - b) PEPG training with Curt Jack - discussion around the model for use in job observation and training to all be using the same model.
 - c) Transportation for Rendezvous in March
- 6) Next Meeting - Director Shea will be organizing for late fall.
- 7) Adjourned at 10:50 am

