
Agenda item: Professional Development and Expectations for Staff **Presenter:** Annamaria Schrimpf

Discussion: Academic and Special Ed staff have had limited PD with new technology. Cluster leads should be attending PD also. Staff is not where they need to be in One-to-One training. One-to-One will be integrated in to lesson plans and staff needs to be familiar with using it in their classrooms. Important to be thinking about multi-year PD especially going into the new building, mostly towards E Portfolios. Edward asked if training could be completed online where there would be mandatory online assessment and competency of staff. Give deadline of passing tests.

Conclusions: Conflicts with training schedule have been an issue making it difficult for some to attend. OneNote online training will not work.

Action items	Person responsible	Deadline
✓ Research if online training is an option	Annamaria Schrimpf	
✓ Address issue with DLC for some recommendations in getting staff more eager to learn and attend training, badging, to tie some motivators to it.	Annamaria Schrimpf	

Other Information

George Clement

- Revised Chapter 74 application has been released by DESE. The new form does not have box to check to inform that a student has special needs. This is a concern due to cost of student services and lack of knowledge regarding what services the student may need. There is a voluntary question asking if the student is receiving special education. **ACTION:** use old form for now and let's make sure the revised form serves us, don't use it unless it does.
- 45 students shadowed at Minuteman on Friday, January 20th. We revamped the program to include art and music. Day went well but may have students have lunch in the restaurant next year.
- Applications received is down 10% from last year. Letter is going home to students and running an ad in local papers to advertise Minuteman.
- Thinking about Facebook campaign through Wiked Local. Asking Ms. Barry to be involved.

Jack Dillon

- Visited with the archeologist today, they haven't found anything yet, it is so interesting I could have stayed out there all day.
- Met with Ms. Shastany regarding trying new things in the cafeteria like a cold display case with yogurt, fresh fruit cups, may introduce soup but would need a microwave. Need to do some research on students having access to a microwave, could be a safety issue.
- Marijuana is increasingly becoming an issue with students who aren't normally sent to the dean's office. Mr. Tildsley and I have discussed having drug sniffing dogs here from time to time.

Michelle Roche

- Girls in STEM February vacation week, we have 32 girls signed up and 2 on a waiting list.
- We are accepting registration for afterschool program.
- Have 13 Minuteman outstanding senior award students.
- Health Assisting teacher interviews are taking place.
- This Old House meeting took place, we have two projects with them. First project will be flipping a house with Mike Rowe foundation. Second project, they're looking for any project that our students will be doing between April through December. They are developing a TV show around students.
- Have been invited to Ruth Ladd, AASSO
- AUW American University of Women will be visiting MM on April 5th – asked to do presentation for Girls in STEM

Edward Bouquillon

- Bob Gliner is a long time documentary filmmaker with a focus on social change in the world. He will be here on February 13th to document, film and interview students, staff and me. His producing a PBS program on vocational education in America.

- Meeting with Lincoln and Lexington Police and Fire departments as well as abutters meeting went well.
- Building design is 95% complete, plumbing needs to be expanded.
- Child Development Center is moving back into the high school
- Having a greenhouse meeting next week and a Multi-media advisory meeting on February 8th
- Want to present virtual building design to all staff

Meeting Adjourned: 2:20 pm