BHSU DAKOTA ASSETS
Meeting Notes May 20, 2009

Members present: Dr. Nancy Hall, Melanie Hurley, Ruth Claeys, Mary Goebel, Karen Mortimer, Maggie Austin, Doug Rowe, and Patty Dewey

1. **Consulting teachers seminars in August for Rapid City/Douglas:**
   Karen Mortimer suggested bringing in new clinical faculty for an orientation before school starts because of the anticipated number of new clinical faculty. This was recommended for the Pierre site as well. They would be considering a half-day at the rate of $20 per hour. Patty Clarkson is to be notified in advance so she can have paperwork prepared. Melanie Hurley would like to separate orientation and professional development with needing more time for orientation.

2. **Video concept in program development:**
   There was discussion on video taping being used for program enhancement. Mary Goebel, Karen Mortimer and Ruth Claeys suggested making a video regarding the role of the clinical faculty. Dr. Hall suggested incorporating some marketing materials to broaden the message. Recommendations were made to video some planning and reflective conversations as well as cognitive coaching. Dr. Hall recommended ideally 5 minutes in length with 7 minutes maximum. Karen, Mary, and Ruth will meet to decide who will be the contact person to coordinate with Paul Higbee from TIE. If the Project SELECT graduation video is used, written releases would need to be gotten from students.
   Patty Dewey indicated Dr. Messick, Sioux Falls Middle School principal, and Erin Duggan, Project SELECT graduate, could do a mock job interview video for training and coursework purposes.

3. **Role definition of Project SELECT clinical faculty:**
   In discussion regarding change in stipends paid to clinical faculty, the need for clarification of roles of clinical faculty was established. Karen indicated that the table describing responsibilities of Project SELECT clinical faculty roles was not representative of what clinical faculty actually do. Dr. Hall cautioned that changes needed to be documented and written in the handbook and that Dr Richard Carriveau's office is to be informed and updated. Dr. Carriveau is presenting programs to NCATE and reviewers expect alignment between expectations and what is done. It also needs to consistent with PDS standards. It was also advised that the roles need to be fair and equitable in terms of pay and expectations. Karen will work on documents this summer and address changes with Dr. Carriveau.

4. **High needs schools districts contract timelines:**
   Doug Rowe shared results from his investigation into districts hiring timelines. Wyoming schools do their hiring in March, so BHSU will host their Teacher Fair earlier this next year. South Dakota state law mandates that teachers be notified by April 15. Dr. Hall commented she often gets calls in August from superintendents who want to hire BHSU candidates. It is being observed that there are fewer openings because there are fewer than anticipated retirements and transferring within a district. Dr. Hall would like to share what's happening nationally with our high needs schools' leaders. This could be an appropriate SD School Boards/Administrators presentation. There is a need to pull TTT school leaders together and share information.

5. **TWS Grand Conversation: June 29, 9:00-3:00 @HEC:**
   Student representatives, university supervisors, and BHSU staff will attend. There will be a $129 stipend for the day.

6. **Dakota ASSETS benchmark meeting: August 4, 10:00-3:00 @ TIE**
   An invitation will be sent to those involved. This will an opportunity to learn more about other partners' programs, as well as monitor individual program goals.

7. **ASBD/SASD State Conference:**
   Registration information was presented.

8. **2009/2010 calendar:**
   Faculty Welcome Week 8/24-8/28
   It was determined that the first meeting of BHSU Dakota ASSETS will be Thursday, September 3, 2009 at 9:00AM at the TiE office.

9. **Budget Development:**
   Patty has been meeting individually to coordinate program specific budgets for 2009-2010.

10. **Program updates:**
    Rapid City/Douglas: Sixteen have been provisionally accepted into the program. They are still accepting applications through June 21 to coordinate with Praxis testing. They anticipate having to get some more new clinical faculty and may expand at Douglas next year.

    TIE:
    Maggie Austin thanked everyone for assistance with federal reports. They requested people to keep their descriptions and update them for next year.

    Elementary PDS:
    Melanie Hurley reported 17 candidates are ready to go. They will be invited to opening meetings and activities at their placement schools. BHSU cannot

require them to attend since it is before the semester starts, but all have indicated they wanted to participate. They are placed in the same four schools next year. Meade County is undergoing some internal changes and have delayed program implementation next year at Sturgis Elementary and Whitewood. Piedmont is to be a pilot site. She reported that feedback from principals is phenomenal and that they would like to hire the interns if they have openings. She is asked to update Dr. Hall and Doug Rowe on where interns get offers.

Belle Fourche, Lead/Deadwood, and Gillette:
Faye Laduke-Pelster has been hired to coordinate these sites next year and will be half-time PDS.

Patty Dewey thanked everyone for a great year and the successful accomplishments.