**Meeting Minutes for University Supervisors**

**August 27, 2019**

**Attendees:**

Dr. Rick Druggish

David Cavalier

Katy Montgomery

Tom Chaffins

Charlotte Hutchens

Dr. Kathy Hawks

**Business:**

The purpose of the meeting was to disseminate information regarding student teacher assessments and data, changes in student teaching, and an explanation of the yearlong residency.

Dr. Hawks welcomed everyone to the meeting and thanked them for their dedication. Each person in attendance was provided a folder with copies of all assessments which are utilized during student teaching and a chart explaining when each assessment was to be administered and who would be administering it.

The following instruments were reviewed, explained and training was provided:

* STOT
* EDA
* WVERT
* TPACK
* Lesson observation form

Dr. Druggish explained and facilitated the training for STOT. The group did an inter-rater reliability study using the training from North Dakota AACTE. For each standard assessed there was 80 % or above in agreement. All supervisors who have not already completed the training will be completing it at a later date.

Dr. Druggish facilitated the training on the EDA. The inter-rater reliability study indicated the group scored in agreement of the dispositions at 80% or above.

The lesson observation forms were given to the supervisors. Dr. Hawks discussed the pre-observation and post-observations forms. Student teachers should be keeping all lesson plans in a binder.

An explanation of TPACK was provided and supervisors understand that they will complete one TPACK assessment for each student teacher during a lesson when the student teacher is utilizing technology.

The supervisors were encouraged to promote co-teaching with the student teachers and watch for model co-teaching experiences. The co-teaching PowerPoint is available to view on the education website.

Information was shared regarding

* CAEP and their visit April 26-28
* Completing travel logs- must be received by the state within two weeks of last day of travel. Please submit travel forms to Alison Conner as soon as your travel is complete. It is suggested that the travel be submitted monthly. Check with Alison Conner if you have questions.

Appreciation was expressed to university supervisors for their support of Concord and their hard work.