

Dewar COE Meeting Documentation Form

This form should be completed by all non–statutory committees/groups for meetings associated with the COE.

Statutory committees are required to maintain formal minutes.

The completed form should be filed according to approved COE policies and procedures.

The completed form should be filed according to approved policy and procedures.

Committee/Group Name: _____ PDS Planning

Chairperson/Responsible Contact: _____ Barbara Radcliffe

Purpose of the Meeting: _____ Planning Session for PDS

Date: _____ 1/29/13 _____ Time: _____ All Day _____ Location: _____ UGA – Athens, Ga

Departments/Groups/Agencies Represented: _____ Dr. Barbara Radcliffe (VSU MSRD Department), Mrs. Melody Fuller (MSRD Department), Dr. Derald Jones (Lowndes Middle School), Mrs. Janet Hendley (Hahira Middle School)

Primary Outcomes: _____ Visited several local schools who have partnership with UGA. Discussed possibilities of Lowndes Middle/Hahira Middle partnership with VSU. Options could include university faculty as part of public school leadership team, field experience for VSU candidates in both content areas, peer observations for public school faculty, substitute training for VSU candidates, and data meetings.

Actionable Items/Planned Follow-up: _____ Next step will be meeting in Valdosta to outline plan for PDS partnership with VSU and Lowndes Middle/Hahira Middle to begin Fall 2013.