

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.

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Committee/Group Name: _____ PDS Planning

Chairperson/Responsible Contact: _____ Barbara Radcliffe

Purpose of the Meeting: _____ Planning Session for PDS

Date: _____ 1/28/13 _____ 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: _____ Participated in PDS Workshop “Mechanics and Benefits of Sustained Collaboration” on UGA campus. Visited a local elementary and high school who have partnership with UGA. Began to discuss possibilities of what PDS would look like at Lowndes Middle and Hahira Middle.

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.