

**Urban Teacher Education Program**  
**Policy Board Meeting**

Dusties Buffet  
11:00 A.M. – 1:00 P.M.  
November 13, 2008

**Minutes**

**Attendees:** **Mr. Reid Amones** (*Principal, Clark Middle/High School*), **Dr. Juan Anaya** (*Superintendent, School City of East Chicago*), **Mrs. Andree Anderson** (*UTEP School Liaison*), **Victoria Chiatula** (*Assistant to the Superintendent, Gary Community School Corporation*), **Mr. Garry Graban** (*PDS Coordinator, Clark Middle/High School*), **Ms. Annie Headen** (*Working Conditions, Gary Teachers Union*), **Mrs. Kathleen Kutie** (*District PDS Coordinator, E.C. Central High School*), **Mr. William Kelly** (*President, East Chicago Federation of Teachers*), **Dr. Vernon G. Smith** (*Associate Professor, School of Education, IU Northwest*), **Dr. Walter Watkins** (*Superintendent, School City of Hammond*), **Mr. Patrick Weil** (*Principal, E.C. Central High School*)

**Call to Order:**

The meeting was called to order at 11:29 a.m. by Mr. Kelly.

**Approval of October 9, 2008 Minutes**

Mr. Kelly motioned to approve the minutes, and it was seconded by Dr. Smith. The minutes were approved.

**M.O.U.**

Mrs. Anderson stated to the board that there will be one M.O.U. for all 3 districts. It was read through to ensure it met the requirements of each district.

**Discussion**

Mrs. Anderson stated that Dr. Brock wants the block grant money sent directly to the PDS schools, and asked the procedure for Gary Community School Corporation. Dr. Smith stated that the Gary School Board needs to approve money being sent directly to any school.

Dr. Chiatula referred to section 1B and asked if the frequency of visits from the university supervisor to the PDS could be added. Dr. Smith suggested putting it under 5b. He added that when he used to supervise UTEP methods students that he visited weekly, and feels someone should go out every other week at the least. He suggested 3-5 visits for student teaching students and once a month for field experience. Mrs. Kutie commented that Dr. Brock had been out to evaluate the students, and that it is important to the students that someone comes out as well.

Mrs. Kutie suggested that the TI get paid each semester if he/she is mentoring for a full year.

Dr. Smith: motioned to table the discussion until the next meeting, and to not approve without input of Dr. Brock and her review of the budget. It was seconded by Ms. Headen. Dr. Smith withdrew his motion.

Smith motioned to approve the M.O.U. with provisions of specified times and frequencies by university instructors or field supervisor determined by Rochelle Brock, and inclusion of \$300 per semester for mentor teachers pending budget. If she isn't in agreement she will email the provisions to be ratified via email. It was seconded by Anaya. The motioned was passed.

Mrs. Anderson noted that the UTEP office needs at least two weeks prior to winter break to process the funds in order to be received in January.

### **Fundraiser Committee**

Mrs. Anderson informed the Board that the \$12,000 that Dr. Brock set aside from last year's budget for UTEP's 20 year anniversary was absorbed back into the university's budget. Dr. Brock wants to institute a fund raising committee to raise the money for a recruitment video. UTEP has fundraising conflicts due to the IU Foundation. Dr. Smith asked what name will be used since UTEP is a university program. He also commented on the need to obtain the guidelines from Marketing.

Mrs. Kutie inquired about the previous film that UTEP made for recruitment. Mrs. Anderson stated that we still have it. Mrs. Kutie suggested that it be reviewed and edited for use if possible. Dr. Smith commented that the Instructional Media supervisor has edited videos for him before, and suggested asking him to review it to see if it's too dated to do the same. Mr. Amones inquired if the students at the university are available for filming.

### **Next Board Meeting**

The next meeting will be December 4, 2008. Dr. Shirley Steinberg, Director of McGill University Paulo and Nita Freire Project for Critical Pedagogy, will be a guest. The flyer for her presentation will be emailed next week.

### **Adjournment**

Dr. Smith motioned to adjourn, and it was seconded by Dr. Anaya. The meeting was adjourned at 12:57 by Mr. Kelly.