

Elementary Education Program  
Meeting Minutes

Date: August 21, 2024

Invited: Dawn Quigley, Kim Peddle, Heidi Ojibway, Cheryl Overn, Nicole Kneeland, Tara Graves,

**Elementary Education Vision**

The vision of the FDLTCC Education Unit is to be transformational leaders in culturally responsive pedagogy and Indigenous knowledge by embracing Niindaa'iwedaa o'ogikendaasowin, which means sending knowledge into the future by embedding Anishinaabe knowledge, culture, and traditions into the curriculum and instilling these teaching practices in our future educators.

**Elementary Education Mission**

The mission of the FDLTCC Education Unit is to work within our communities to prepare caring, competent educators by promoting equitable, inclusive, and transformative educational practices that are based on Anishinaabe knowledge, traditions, and culture.

**Discussions:**

**Meeting times** fall semester: **Wednesday's Full time: 2:00-3:30/ Adjunct 3:30-4:30** (suggestion first Wednesday of every month try to meet in zoom if you choose) set up in advance.

- 1) Preparation for fall classes
- 2) Preparation for students for fall and spring courses.
- 3) Budget for classes and or Professional Development
- 4) Nuventive vs. Watermark If you are not turning in something for PELSB in one of your courses you will need to understand nuventive as an Assessment tool
  - a) Understand the connection to Watermark: Data Collection for
    - a) Field Experience
    - b) Key assessments
    - c) Dispositions
    - d) Collection of student work?
- 5) Professional Development Plan: Keep track of any training or professional development throughout the year as adjunct and as Unlimited or IFO
- 6) Faculty
  - a) Turned in PDP or Faculty Plan-1<sup>st</sup> week in September
  - b) Syllabus Turned in by 3<sup>rd</sup> week of classes.
  - c) Lesson plans for students edTPA for sure in math & reading.
- 7) Staff & faculty
  - a) Professional Development Plan: make a file to store any professional Development that you do throughout the year.
  - b) memberships we have within the MinnState system
  - c) [Quality Matters \(QM\)](#) and [Online Learning Consortium \(OLC\) Robin](#)
    - a) Both systems provide guidance in best practices to ensure learning excellence within your LMS (D2L Brightspace). They offer certification, community, and professional development opportunities.
- 8) Calendar:
  - a) Agenda and minutes updated in Teams: you will be added once your email for FDLTCC is working.
  - b) Fall Semester: I will be gone quite a few days in Sept. Oct. Look in the calendar if you are wondering if I am in.
- 9) PELSB Updates: due in Oct.

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- 10) A) Advisory Group: Meets two times a year: Oct & Feb?  
B) Will need specific information for the PERCA report before Oct. 15 (I will explain more about the PERCA report).  
What is new, what is missing from the program.
- 11) Go over Results of: Rewriting of courses with new SEP standards (due July 0f 2025); course evals, key assessments, exit survey, Ed fest prep, scope and sequence of the program, multilingual learners, research-based practice in reading, watermark as the assessment system.
- 12) Opportunities:
- a) Grants:
    - (1) MITTP: 2 years review of past amounts,
      - (a) New form for application with CDEV
    - (2) Spring Hawkins
    - (3) Workforce Development
    - (4) Other?
  - b) Student Teaching Grants.
    - (1) Student Teaching Stipend Pilot
    - (2) Aspiring Teachers of color-This year
    - (3) Other
  - c) Scholarships: Norman and Linda Baer
  - d) Learning opportunities to put into your courses:
    - (a) Education Club
    - (b) Indigenous Day-October
    - (c) Giving Thanks Feast -November
    - (d) City of the North Parade (Duluth)-November
    - (e) Cloquet Parade-December
    - (f) Environmental Week April
    - (g) AIHECMarch
    - (h) Other
- 13) Rm 231-use of the room
- a) Using it purposefully.
  - b) Are you using the room or using it to teach, or record for a classroom demonstration?
  - c) We need to use it or we will lose it.
- 14) Other:
- 15) Next Meeting: Sept. 4 @ 3:30
- 16) Recommendations for keeping in contact with FDLTCC
- a) Use One Drive:
  - b) Check your calendars often, at least once a day
  - c) Review minutes and times of meetings.