

PTRA Oversight Committee Meeting Minutes
Monday July 28, 2014 8:30-10:00 PM
Tate Lab of Physics 157, Minneapolis, MN

Committee Members:

Present: Pat Callahan (Chair), Steve Shropshire, Robert Morse, Larry Cook, Elaine Gwinn(via telephone), Karen Jo Matsler (ex-officio), Beth Cunningham (ex-officio), Robert Hilborn (ex-officio)

Absent: Lillian McDermott, Chitra Solomonson

Friends of Committee in Attendance:

Janie Head (PTRA), George Amann (PTRA), Dennis Fox (PTRA), Jan Mader (PTRA), Duane Merrell (PTRA), Lars Johnson (PTRA), Caleb Heath (AAPT Intern), Dave Todd (PTRA), Tommi Holsenbeck (PTRA), Nancy Easterly (PTRA), Vanessa Edwards (AL - Apex), Barbara Cady(AL- Apex), Caroline Hall (Guest), Steve Maier (OK), Steve Henning (NY), Renee Michelle Goertzen (APS-Phystech), Christine Audo (PTRA), Mohan Aggarwal (AL-Apex), Sharon Kirby (PTRA), Ann Robinson (PTRA), Dave McCachren (PTRA), John Layman (AAPT), Gene Easter (PTRA), Bill Reitz (PTRA), Eldred (Jay) Bagley (PTRA), Gay Stewart (AR), Trina Cannon (PTRA), Jack Hehn (AAPT), Evelyn Restivo (PTRA)

Meeting was called to order at 8:50 PM, late start due to Fellows award ceremony following evening plenary.

1. Members and Friends of the Committee were briefly introduced
 - a. A message from Joe Drenchko to the PTRA group was relayed concerning appreciation for the notes he received after the passing of his good friend and fellow PTRA John Fitzgibbons.
 - b. Mention was made that donations have been received at AAPT in John's memory and others may wish to make similar donations.
2. PTRA Director Karen Jo Matsler discussed her report to the committee (Appendix A attached)
 - a. It was noted that Oversight funds were used to support participant travel to the summer Leadership Institute.
 - b. Most other expenses for the Institute were paid by participants.
 - c. A small stipend was paid to participants to help with housing, if they were not being supported by a grant.
3. Steve Shropshire made a motion to approve reimbursement (Appendix B attached), from the Continuation Fund, to Karen Jo Matlser for shipping and copying expenses for PTRA workshops held this summer (Bob Morse second). Motion passed.
4. Beth Cunningham discussed the state of the PTRA Continuation Fund financially. Appendix C shows statement for 2013, Appendix D shows statement for first 6 months of 2014. Summary of these:

2013 Financials:

Income = \$117,986

Expenses = \$71,480.11
Administration fee (listed at the bottom as "indirect cost") = \$14,296.02 (You'll see "unreimbursed indirect costs at the bottom - please ignore this since we do not charge this to the PTR A Continuation fund)
Total Net Income = \$32,582.69

PTRA Continuation Fund at the beginning of 2013 was \$201,798.00 and, adding the net income from 2013, was \$234,380.69 at the end of 2013. This is good - PTR A made money in 2013!

2014 Financials (up through June 30th):

Income = \$2,310.00
Expenses = \$9,070.11
Administration fee = \$2,090.42
Total Net Income = -\$7,233.34

PTRA Continuation fund at the beginning of 2014 was \$234,380.69 and after the first six months of 2014 was \$227,147.35. Please note that PTR A has a lot of activity in late summer and we expect additional income from that activity.

5. Bob Hilborn introduced Caleb Heath, Caleb has been an intern at AAPT for the summer and has been working on PTR A related projects.
 - a. Resource materials are being located, converted to electronic format (if necessary) and saved to a common location for the purpose of updating and modifying. List of materials shown as Appendix E attached.
 - b. Caleb also has volunteered to provide some guidance for future interns to pick up where he left off and to offer ideas for other projects future interns may be able to provide for the PTR A program.
 - c. The committee expressed its thanks to Caleb for his assistance.

6. New information was shared concerning ongoing PTR A projects.
 - a. Jan Mader reported that the Idaho project will be conducting student assessments for 3rd and 5th grade students.
 - b. The Idaho group was able to get approval from 18 non participating teachers to serve as a comparison group for student evaluations.
 - c. West Georgia has met with great success, offering workshops for Elementary, Middle School and High School teachers.

- d. A new grant proposal was submitted by Ann Robinson for West Georgia to continue working with 90 Elementary and Middle School teachers.
 - e. Bob Powell, PI for West Georgia, has been ill and the committee has sent well wishes for his timely return to the project.
 - f. Tommi Holsenbeck reported on the APEX project in Alabama from a participant's point of view and noted the attendance of three APEX administrators at the committee meeting.
 - g. Steve Maier reported on the Oklahoma (TOPPS) project, indicated that there may be a TOPPS 5, however no call for MSP proposals have occurred to date.
 - h. Sessions at NSTA meetings were well received. Elaine Gwinn indicated the only issue affecting attendance were conflicting workshops on similar topics.
 - i. AAPT has plans to continue presentations at the three NSTA Area Conventions and will ask PTRAs for assistance
 - i. Richmond – Bob Morse has indicated that he has been contacted and Deborah Roudebush may also assist
 - ii. Orlando
 - iii. California
 - j. Janie Head reported that she is in the process of planning for teacher workshops for the Society of Economic Geologists meetings. Bill Head is associated with the group and indicated the desire to use PTRAs to assist in teacher outreach.
 - k. Pat Callahan and Dave McCachren reported on the ongoing relationship with the AAPT Central PA section, a minimum of two workshops per academic year have been held in conjunction with the Spring meeting and Fall Executive Board meeting of the section since 1992.
 - l. Steve Henning reported that he has been able to present a number of workshops at New York State Section meetings but has found it difficult to get participants to attend.
 - m. Beth Cunningham pointed out that a Friend of the committee (Renee Michelle Goertzen) is associated with the Phystech group and that Phystech institutions may wish to partner with PTRAs to offer workshops for in-service teachers.
7. Beth Cunningham reported that the AAPT Executive Board has not yet taken action on the PTRAs Guidelines.
 8. AAPT/PTRAs social media presence was outlined by Karen Jo Matsler.
 - a. Trina Cannon suggested that some form of tribute page be included on PTRAs website for PTRAs leaders who have passed (e.g. John Fitzgibbons, Larry Bader).
 9. Long Term plans for the PTRAs program were discussed.

- a. Within the next three to four years our goal is to have at least 4 regional workshops, in various parts of the country, on fee for services arrangements.
 - b. A major focus will be on developing professional development opportunities for Elementary and Middle School teachers
 - c. Workshops would focus on unifying strands, alignment with NGSS and Common Core with literature pieces to make them more likely to be funded.
 - d. Beth Cunningham indicated that discussions are underway to coordinate with Knowles Fellows.
10. The current goals of the PTRA were shared and all agree that they are aligned with the AAPT strategic Plan.
11. Steve Shropshire made a motion for the committee to approve the “Responsibilities of the PTRA Director” (Appendix F). Bob Morse seconded motion. Motion Approved.
12. Meeting participants with an interest in becoming a member of the Oversight committee are asked to contact Karen Jo Matsler, Pat Callahan, Beth Cunningham or any member of the AAPT Executive Board to indicate such. The committee members are selected and approved by the Executive Board

The meeting was adjourned at 10:10 PM.

I would like to express my sincere thanks to both Tommi Holsenbeck and Janie Head for their meticulous notes on the meeting that greatly aided in the preparation of these minutes.

Respectfully submitted,

Patrick Callahan
AAPT/PTRA Oversight Committee Chair.