

**SM 17 PTRA Oversight Committee Meeting Agenda**  
**Tuesday July 25, 2017**  
**7:00 – 8:30 AM**

**Committee Members:**

Pat Callahan – PA retired (term ends January 2018) Committee Chair  
Ed Price – California State University – San Marcos (2018)  
Kelly O’Shea – Elisabeth Irwin School, NY (2019)  
Earl Blodgett – University of Wisconsin – River Falls (2019)  
Tom O’Kuma – Lee College TX (2019)  
Tommi Holsenbeck – Alabama Science in Motion (2020)  
Janie Head – Foster High School TX (2020)

**Ex-Officio members:**

**PTRA Director** – Karen Jo Matsler TX (2019)

**AAPT Executive Office** – Beth Cunningham, Robert Hilborn and Rebecca Vieyra

1. Greetings, Acknowledgements and Introductions
  - a. Congratulations to Dodge Citation Awardees Duane Merrell and Bill Reitz.
  - b. PTRA Report to Board of Directors, see attached.
2. PTRA Director’s Report – Karen Jo Matsler
3. Current PTRA Continuation Fund financial report – see attached
4. Action items that Committee has addressed since WM17 meeting
  - a. PTRA workshop leaders, who have conducted PTRA professional development programs that have contributed a minimum of \$200 to the PTRA Continuation Fund since July 2016, will be reimbursed up to \$500 for travel expenses related to the 2017 PTRA Leadership Institute. PTRA workshop leaders, who have conducted and reported professional development programs on behalf of PTRA that have contributed less than \$200 to the PTRA Continuation Fund since July 2016, will be reimbursed up to \$250 for travel expenses related to the 2017 PTRA Leadership Institute.  
Approved March 30, 2017
  - b. Up to \$30,000 from the PTRA Continuation Fund will be used to cover expenses related to the 2017 PTRA Leadership Institute.  
Approved March 30, 2017
  - c. Up to \$10,000 from the PTRA Continuation Fund will be used to support PTRA workshop sites to be used either as a safety net or incentive for workshop success.  
Approved March 30, 2017
  - d. To approve the expenditure of \$600, from the PTRA Continuation Fund, to be used to support workshop leaders to present a student workshop in Texas, during the summer of 2017, on Quantum Physics.  
Approved June 8, 2017
5. Reports from PTRA projects that received support from Continuation Fund for summer 2017 and discussion of future support.
  - a. Wisconsin River Falls

- b. Utah
  - c. Texas
6. Subcommittee reports
    - a. AAPT Connections and Communications – Bill Reitz
    - b. Funding – Steve Henning
    - c. Outreach Workshops – Ann Robinson
    - d. Workshop Procedures and Documentation – Tommi Holsenbeck
    - e. Recruitment – Jan Mader
  7. Reports concerning other workshops since WM17 and workshops planned beyond SM17
  8. Physics Master Teachers' Leadership Task Force update
  9. Other new business or items of interest

PTRA Report to AAPT Board of Directors July 2017  
by Patrick Callahan, PTRA Oversight Committee Chair

A number of workshops have been planned and led by PTRAs since WM 17. Utah Science Teachers Association hosted two workshops for 28 teachers on astronomy and basics of physics. Participants received a \$100 stipend from the PTRA Continuation Fund to help with registration fees. The University of Wisconsin-River Falls held a two-week course for the fourth consecutive year for 12 participants. Continuation funds were approved to support a new PTRA mentee (previous workshop attendee) to assist in presenting. The mentee attended the 2017 PTRA leadership institute last week. In June, 21 elementary science specialists from the Baltimore (MD) City Schools participated in a week long course at Johns Hopkins University taught by PTRAs. The “bootcamp” was design to help them learn how to work with adults while incorporating best practices and inquiry into content. Idaho State received MSP funds to host a week-long Astronomy workshop for up to 50 participants last week. Sample activities from this workshop will be shared at the AAPT Solar Fest. Teachers (30) participated in two weeks of workshops in Alabama during June as part of the APEX project. Three follow-up workshops, each over two days, from APEX summer 2016 were held this Spring; 28 attended in March, 30 in April and 25 in May. The Oversight Committee approved the use of Continuation funds to support a one day Quantum Camp for 15 students in Texas. Originally the student program was to be used as a “learning lab” for teachers who had attended week long workshops, the teacher portion of the workshops were cancelled due to limited registration but the committee saw a benefit in proceeding with the student camp to possibly promote future teacher workshops. One teacher/student workshop is still scheduled for August.

PTRAs continue to support local AAPT section meetings by providing one day workshops or sessions. Over 50 participants attending section related activities in Alabama, New York, Texas, New England and Central Pennsylvania responded to online post surveys. Some of these workshops were supported by funds from the AAPT Bauder Fund. A new relationship was established with Math for America in New York City, one workshop was held in June for 24 teachers, additional workshops have been scheduled for the near future.

A concerted attempt was made to expand the cadre of PTRA leaders. Announcements have appeared in the monthly AAPT eNNOUNCER since April and active PTRAs have encouraged peers to apply for the Summer Leadership institute. As a result of these efforts, nine new teachers were invited to attend the Summer Leadership institute using the \$1000 scholarships approved by the AAPT Board of Directors. Unfortunately, after all originally accepted the invitation, only two new PTRAs attended. Reasons for not attending included personal expenses related to their participation or being invited to summer professional development programs that conflicted with the PTRA Leadership Institute. Four veteran PTRAs who had not attended recently also applied and were invited to attend, one of the veterans eventually declined due to expense. The Leadership Institute was scheduled to include 29 participants, 5 of whom had not been actively involved recently. The Leadership Institute focused on the physics of quantum computing and how to help revise PTRA resources. PTRAs attending the Institute were required to register for the AAPT meeting. Travel reimbursement was allocated based on the number of workshops provided, not to exceed \$500.

As a result of the recent AAPT review of the PTRA program, the Oversight Committee solicited the help of Friends and Members of the committee to assist in planning and decision making for the program. New committees include: Funding, Outreach Workshops, Workshop Documentation, Recruitment, and AAPT Connections and Communications. The committee chairs held meetings before and during the Leadership Institute. Each committee will provide a report during the meeting of the PTRA Oversight Committee on Tuesday morning.

**AMERICAN ASSOCIATION OF PHYSICS TEACHERS**

**PTRA CONTINUATION FUND - E5045**

May-17

**BALANCE SHEET**

ASSETS

INVESTMENTS	\$181,229.63	
<b>TOTAL ASSETS</b>		<u>\$181,229.63</u>

LIABILITIES & FUND BALANCE

RESTRICTED		
TEMPORARILY RESTRICTED	\$181,229.63	
		Balance
	\$181,229.63	12/31/2016
NET INCOME	\$4,812.00	
<b>TOTAL LIABILITIES &amp; FUND BAL.</b>		<u>\$186,041.63</u>

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**INCOME STATEMENT**

INCOME

500000	CONTRIBUTION		
500001	ANNUAL GIVING	\$2,660.00	
500300	ADVERTISING		
500800	DUES ALLOCATION		
501200	REGISTRATION		
501400	SPECIAL EVENTS		
501500	WORKSHOPS	\$750.00	
502400	PUBLICATIONS	\$-	
	DORM ROOM REVENUE	\$-	
504200	REIMBURSEMENT	\$-	
504300	GRANT RECEIPTS	\$-	
	<b>TOTAL INCOME</b>		<u>\$3,410.00</u>

EXPENSES

600000	SALARY	\$48.00
600100	SALARY NOT AAPT STAFF	\$-
600200	BENEFITS	\$-
600300	BENEFIT NOT AAPT STAFF	\$-
600400	SUPPLIES	\$-
600500	POSTAGE & SHIPPING	\$-
600600	TELEPHONE	\$-
600700	PHOTOCOPYING & PRINTING	\$-
601500	AWARD	\$-
601560	CONTRIBUTIONS-CORPORATE	
601600	COMPLIMENTARY	
601700	COMPUTER SOFTWARE/MAINTENANCE	\$-
602050	HONORARIA	\$-
602300	INSURANCE	\$-
602500	MARKETING	
602750	EXHIBIT FEES AND EXPENSES	\$-
603100	PROFESSIONAL FEES	\$-

603300	REGISTRATION FEES CONF/SEM	\$-
603400	SPECIAL EVENTS	\$-
603500	WORKSHOPS	
603800	TRAVEL	\$-
603810	TRAVEL-LODGING	\$-
603850	TRAVEL-MEALS	\$-
603900	PARTICIPANT SUPPORT TRAVEL	\$-
604000	PARTICIPANT SUPPORT SUBSISTENCE	\$-
604300	SUBCONTRACT	\$-
604400	CONSULTING FEES	\$-
608200	EDITORIAL OFFICE	\$-
	Tempory help	\$-
608900	INVESTMENT EXPENSE	\$549.00
609600	ROYALTY EXPENSE	
609700	AUDIO VISUAL	\$-
701000	MISCELLANEOUS:	\$-
702700	FACILITY EXPENSES	\$-

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*TOTAL EXPENSES* \$597.00

*NET INCOME BEFORE INVESTMENT ACTIVITY* \$2,813.00

500100	INTEREST INCOME	\$-
500150	DIVIDENDS	\$(1,324.00)
500160	UNREALIZED CAPITAL GAINS	\$(795.00)
500200	CAPITAL GAINS/LOSSES	\$-
800000	INDIRECT COSTS	\$120.00
800100	UNREIMBURSED INDIRECT COSTS	\$302.00

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*TOTAL INVESTMENT ACTIVITY* \$(1,999.00)

*NET INCOME* \$4,812.00

20% of Direct Costs are charged as Administrative Fee/Indirect Costs