

**Professional Development Committee**  
**Meeting Agenda/Minutes 9/8/2020 - 3:00PM - 4:00PM**

**Participants: Jennifer McVeigh, Kim Shur, Mary MacLennan, Ruth Crowell, Judy Rose**

- **Dr. Poland Conference - October, 2020 - Virtual or In-Person**

- In-Person based on CDC guidelines
  - Information from Harraseeket for In-Person:
    - Served buffet
    - Masks required
    - Room - 50 MAX occupancy at same rate, no discount
  - ME CDC requires Dr. Poland to quarantine or submit COVID-19 test 3 days prior to arrival and quarantine until the results are received.
  - Currently, the indoor gathering limit is 50 people and this may not be increased before October.
- Virtual:
  - Attendance Concerns: how many people would attend ?
  - Full day virtual is too long, better suited in person.
- Agreement: Given current status, the committee determined to delay until spring conference. Jenn to reach out to Dr. Poland for a new date.
  - Cancel harraseeket (Kim)- contact Scott Poland (Jenn)
  - April/spring date - check with Harraseeket's availability
  - Cancel the October date & just do the November date
- Brainstorm other PD Opportunities:
  - Do we want to do something more around anxiety (Foxman)?
  - Or evaluations during Covid 19?
  - What about recent research on girls with Autism (Masking symptoms - get diagnosed much later, and a whole dynamic around that. It was suggested that we may want to investigate this and do a 3 hour workshop on this.

- **November Annual Meeting/PD**

How do we want this to look? How do we keep people engaged? Is it premature to make a decision? Do we want to keep it "regional"? Presenters who can travel to ME.

- Do we host a virtual meeting?
- Do we use a similar format to previous years and include PD or hold an afternoon/early evening meeting given how busy SP's are. See above potential PD
- **Agreement:** Jenn to research ideas, as well as additional speakers that are regional that could possibly come to Maine and the PD committee will reconvene in early October to make a decision about what the November workshop will look like.

- **Recording the Webinars:**

- Counseling Series attendees who could not participate:

There are some people that have missed - one or more - so how do we handle that? We recognize that things do come up and emergencies can happen. We have a plan to make the recordings available in that case.

- Needs to be something in place (a statement) prior to the webinar (per NASP) with expectations and requirements CLEARLY stated about the use of the recordings. (\*can we see what kidsinc uses?).

- Need the permission of the speaker in order to record - Dr. Murphy only gave us permission to record for those who might miss a session or two, not to distribute the recordings as an on-demand webinar.
  - There needs to be a post test and evaluation form IF they want NASP approved credit.
- **MwM - Plan going forward:**
    - Monday is the only day that Jen & Ruth were available (4, 5, or 6)
    - Time of day:
      - 4-5 or 4:30-5:30.
      - Lunch?
      - End of school day?
      - Will try one at 4 and see about the attendance and modify as needed.
    - How will the return to school impact attendance?
    - First one will be the first Monday of October - check-in/discussion format.
    - Format for future: mixture between discussion and presenters
    - Kim will put it on the calendar
    - Alternate times and dates from EB meetings (2nd Monday)
    - As long as we have someone there - we can do that
    - Bi-weekly or monthly? Will check with participants but for now, first Monday of the month
- **Early Childhood:**
    - Where do we go from here following Sue's discussion with PD a few weeks ago.
    - Kim touched base - working on timing of event
    - Summer might be the best time for everyone
    - 2 separate contracts - Presenter and Video component.
    - Marketing and timing will happen in the spring
    - Presenter will have different ages available for demonstrations
    - Open this up to "teams" (SP, SLP, OT, PT) as well as other states.