

# Faculty Meeting and Workshop Minutes

**Meeting Date and Time:** June 3, 2017 - 10 am to 1:00 pm

**Present:** Faculty and Staff

<b>Last</b>	<b>First</b>	<b>Last</b>	<b>First</b>
Agargakova	Anna	Mitrovic	Kristina
Aizpun	Maria Florencia	Panganiban	Nori
Arbai	Jenny	Rymer	Ivelisse
Armyakov	Andrey	Schwenke	Tom
Avraham	Naomi	Schiffman	Paul
Azoidou	Evdokia	Ulmasov	Sukhrob
Brazhnikova	Olesya	Zatulovski	Irina
Bush	F. Ann		
Cachafeiro Zazo	Ana		
Davis	Caryn		
Diaz	Gladys		
Diaz	Ana Margarita		
Dimitrova	Iliyana		
Dolina	Leonila J.		
Engulatova	Dilyara		
Ferraro	Dante		
Gherman	Oana		
Gogin	Ilya		
Gomez	Angie		
Kyrychuk	Diana		
Machado	Maria		

## Minutes

**Due to a packed professional development workshop schedule, general housekeeping topics will be discussed at our next in-service training in the fall.**

**Introductions:** New faculty and staff were introduced via an interactive, warm-up activity

**English for Specific Purposes (ESP)** workshop offered an overview of ESP, the difference between ESP and ESOL classes, a PowerPoint presentation, “Delivering Content Based Instruction,” an opportunity for participants to work in small groups to create a lesson plan for an ESP course, such as Using the Internet, and information about best practices in ESP.

## Teacher Share

Five teachers, two teachers per classroom, presented information from the following professional development conferences they attended this spring: New York State Tesol/Kaplan Mini-Conference, 38<sup>th</sup> Annual Basic Education/ESOL Conference and Columbia’s Applied Linguistics Conference. Participants rotated from classroom to classroom in a more engaging way to obtain information from and ask questions of their peers.

At 1:00 pm the meeting was adjourned to a luncheon gathering at ----- where informal discussions of the day's topics continued until dusk.

# Faculty Meeting and Workshop Minutes

**Meeting Date and Time:** February, 25, 2017 - 10 am to 1:00 pm

**Present:** Faculty and Staff

<b>Last</b>	<b>First</b>	<b>Last</b>	<b>First</b>
Abd El Rasol	Rasha	Maldonado	Anna Desiree
Agargakova	Anna	Mitrovic	Kristina
Andryushchenko	Galyna	Panganiban	Nori
Arbai	Jenny	Sanchez	Veronica
Armyakov	Andrey	Schwenke	Tom
Azoidou	Evdokia	Ulmasov	Sukhrob
Brazhnikova	Olesya	Zatulovski	Irina
Bush	F. Ann		
Cachafeiro Zazo	Ana		
Castillo	Eligio		
Davis	Caryn		
Deb	Malabi		
Diaz	Gladys		
Diaz	Ana Maria		
Dimitrova	Iliyana		
Dolina	Leonila J.		
Engulatova	Dilyara		
Ferradino	Leonardo		
Ferraro	Dante		
Gogin	Ilya		
Gomez	Angie		
Kyrychuk	Diana		

## Minutes

**Due to a packed professional development workshop schedule, general housekeeping topics will be discussed at our next in-service training in the summer.**

**Introductions:** New faculty and staff members were introduced.

### **Pearson Professional Development:**

Faculty and staff worked in pairs and participated in an hour long on-line professional development activity generously offered by Pearson, and facilitated by the Dean of Academic Affairs, Caryn Davis, and Dean of Administrative Services, Tom Schwenke. Participants chose from three webinars—*New Insights into Practice for the Grammar Classroom* by Stacy Hagen, *Five Frameworks for Developing Listening Skills* by Michael Rost, and *English is Served! Catering to Lower-Level Students' Academic Needs* by Ken Beatty--and after completing the webinars, participants met in their respective groups to discuss relevant points they wanted to share, which they later did for the entire school. Everyone received a Pearson training certificate.

**New York State TESOL (NYSTESOL), TESOL and Spring Professional Development Opportunities:**

Since all faculty and staff are NYSTESOL members, and all ESL faculty are TESOL members, participants reviewed the websites for each organization with the goal of identifying potential professional development activities available to them. Local low-cost Saturday workshops and on-line publications, such as *Idiom*, were emphasized as excellent ways to continue to advance individual's knowledge of ESOL theory and practice. In addition, participants were encouraged to attend the NYC Adult Basic Education 38<sup>th</sup> Annual Conference since the Dean of Academic Affairs will be presenting a workshop on project-based learning (PBL) with her ESOL students. Finally, participants had the opportunity to learn who was planning on attending local workshops, with the goal of attending together and motivating others to do the same.

At 1:00 pm the meeting was adjourned to a luncheon gathering at ----- where informal discussions of the day's topics continued until dusk.