



The Staff Development Center

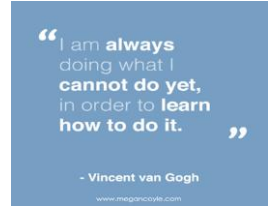
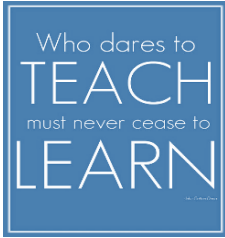
500 North Street, White Plains, New York 10605

Tel: 914-422-2438 Fax: 914-422-2160

Staff Development Team (Policy Board)

Thursday, October 27, 2022

3:45-5:15 pm



Agenda Item	Planned Format/Outcome	Discussion Lead	Allotted Time
Opening/Welcome	Call to Open Meeting, Group Greeting,	Annie, Lauren	4 minutes
<u>9-22 Meeting Minutes Approval</u>	Motion, Second, Vote	All	5 minutes
<u>Budget Updates</u>	Explanation/Overview	Monica	5 minutes
<u>2022-23 Work Plan Matrix Review</u>	Information for Members	Annie	10 minutes
New Course Proposals	Motion, Second, Vote	All	10 minutes
Request for Proposals	Presentations <ul style="list-style-type: none"> - <u>Smart Strategies</u> - <u>Planning & Creative Journal</u> - <u>La Gramatica Nivel 2</u> 	Lauren	5 minutes
<u>Teacher Academy and Kafele</u>	Motion, Second, Vote	Lauren	10 minutes
Closing the Gap	Discussion Motion, Second, Vote	Lauren and Annie	5 minutes
Fall Focus report <ul style="list-style-type: none"> - <u>Bylaws</u> & Quorum - Supporting New Teachers - Communication 	Information Sharing	Annie & Lauren	25 minutes
Re-SEED, SEED, Graphic Novels- Enrollment	Discussion	All	5 minutes
Closing	Motion, Second, Vote to Adjourn	All	1 minute

Thank you to all our Policy Board Members!

"The strength of the team is each individual member. The strength of each member is the team." Phil Jackson



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500 North Street, White Plains, New York 10605 Tel: 914-422-2438 Fax: 914-422-2160

Staff Development Center Policy Board Meeting Minutes: Thursday, October 27, 2022 3:45- 5:15pm @ SDC Conference Room

Board Members:

Teachers Present: Melanie Bradish, Jeannette Castilla, Toni Marie Amato, Cecilia DaSilva, Chad Allen, Amy Estersohn, Lauren Casalino, Brittany Feeney

Others Present: Jerusha Beckerman, Kathy Barpoulis

Absent: Myra Castillo, Leroy Dixon, Dr. Debbie Hand, Lourdes Pinto, Donna Martuge, Silvia Andrade, Paula Santa-Donato, Amber Fidel, Rhoda Havis, Rachel Miller, Steven Chetcuti,

Others Present (non-voting): Lauren Lowenhaupt and Annie Hovis- Williams (Co-Directors), Monica Alvarez

Quorum present: Yes

Proceedings:

Lauren called the meeting to order at 3:52 pm

It was determined we have a quorum present.

Comment by Lauren: "Rhoda won't be here."

Comment by Annie: "Apologize for the confusion with people being sick and absent. So, thank you all for coming."

Comment by Lauren: "We need someone to take minutes."

Minutes will be recorded by Chad Allen.

Review of the minutes from the previous meeting

- Corrections on grammar
- Word-smithing
- Implications from previous meeting topics stated and resolved

Motion to (C. DaSilva): approve September minutes

Moved & 2nd motion – T. Amato

Opposed: None

Abstained: A. Fidel

All Approved- Motion carried

Budget Updates

- Starting budget is \$43,569
- Total spent to date is \$210
- New balance is \$43,359

Work Plan Matrix Review

- Work plan matrix is a document from the state; used to focus our spending (Grant money):
 - o Initially there are 18 focus areas
 - o The Policy Board may choose up to 4, these are ours this year:
 - Providing Professional Learning in Content and Pedagogy
 - Developing highly effective teachers
 - Optimizing student learning environments
 - Engaging parents' family and community

New Course Proposals: (New Business)

- **Smart Strategies to Combat Cheating:**
 - o Taught by Amy Estersohn
 - o Pedagogy
 - o Grades 6-12
 - o Meeting time 3:30 – 6:30 pm
 - o Dates: March 1, March 22, April 12, April 26, and May 10 (15 total hours)

Motion to (M. Bradish): approve Smart Strategies to Combat Cheating

Moved & 2nd motion – L. Casalino

Opposed: None

Abstained: None

All Approved- Motion carried

- **Planning and Creative Journalling:**
 - o Taught by: Samantha Tinampay
 - o Universal Designed Learning District Initiative
 - o Grades 1-12
 - o Workshop
 - o Meeting Time 3:45 – 5:45
 - o Dates: December 6, December 13 (4 total hours)

Motion to (A. Fidel): approve Creative Journaling and Planning for Educators

Moved & 2nd motion – M. Bradish

Opposed: None

Abstained: None

All Approved- Motion carried

- **La Gramatica Nivel A1 part II:**
 - o Taught by: Mariela Ugarte Ramirez
 - o Advance course from Grammatica 1
 - o Grades K-12
 - o Meeting times: 3:45-6
 - o Dates: Dec 16, Jan 23, Feb 6, Feb 13, Feb 20, Feb 27
 - o Committee concerns:
 - Total number of hours

- Feb 20th meeting date needs to be changed
- Will there be Asynchronous Time? (was this clearly stated in the course proposal?)

Motion to (C. DaSilva): approve La Gramatica Nivel A1 Part II (pending these changes)

Moved & 2nd motion – T. Amato

Opposed: None

Abstained: None

All Approved- Motion carried

- **Gramatica en Dialogo Part I:**

Motion to (L. Casalino): approve funding for Gramatica en Dialogo Part I to run course again

Moved & 2nd motion – J. Castilla

Opposed: None

Abstained: None

All Approved- Motion carried

Good and Welfare

- Comment by Directors:
 - o Go encourage colleagues to draft proposals. We want to engage as many teachers (as opposed to outside consultants) in this work as we can.
- Discussion on building-based study groups
 - o Teachers supporting teachers
 - o Making a potential science content course
 - o New school initiatives
 - Annie: table discussion for the full day meeting next month
- Discussion on Book study intro:
 - o The benefits of doing school or subject centered book studies
- Teacher Academy:
 - o Exciting teachers about learning again
 - o Targeting teachers to re-ignite our passion for teaching
 - Writing workshops
 - Discussion on other initial ideas
 - Re-grounding
 - How do we start?
- Principle Kafele:
 - o Equity is not a buzzword it's a mindset.
 - o Outside consultant written into grant.
 - o We are contracting with him.
 - o Include Debbie Hand in this discussion.
 - Table the rest of this discussion for our next meeting.

- Closing the gap money:
 - o Closing the achievement gap
 - o Deadline for applying to the state for approval is soon
 - o Workshop for newcomer and ENL students
 - Need to find someone to teach a workshop

Motion to (M. Bradish): spend \$600 on Mariela’s new Gramatica course to offset the cost of a future workshop for newcomer and ENL students

Moved & 2nd motion – A. Fidel

Opposed: None

Abstained: None

All Approved- Motion carried

- General Notes:
 - o There needs to be an appropriate number of teachers present during the in-person meetings according to our Bylaws.
 - o There is a “Quorum” present to have a meeting and to vote.
 - o As a contingency, emergency zoom is available in order to vote.
 - **But** a quorum only counts for the people physically present in the room.
 - o Enrollment for “Re-SEED” is low
 - We have 7 people
 - Need a minimum of 10
 - This course is only available to people who have taken SEED

Motion to (C. DaSilva): adjourn the meeting at 5:22 pm

Moved & 2nd motion – J. Castilla

Opposed: None

Abstained: None

All Approved- Motion carried

Minutes submitted by Chad Allen