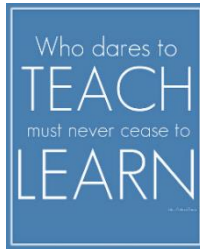




The Staff Development Center

500 North Street, White Plains, New York 10605

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



Staff Development Team (Policy Board)

Thursday, January 12, 2023

8:00 am - 3:00 pm

“ I am always doing what I cannot do yet, in order to learn how to do it. ”

- Vincent van Gogh
www.megancoyle.com

Agenda Item	Planned Format/Outcome	Discussion Lead	Allotted Time
Opening/Welcome/	Call to Open Meeting, Group Greeting,	Rhoda	5 minutes
12-15-22 Meeting Minutes Approval	Motion, Second, Vote	All	5 minutes
Budget Report	Explanation/Overview	Monica	10 minutes
End-of-Year Planning		Lauren & Annie	10 minutes
Course Updates	Overview	Annie	30 minutes
Current Course Proposals	Motion, Second, Vote	All	90 minutes
	BREAK		5 minutes
Consultant Discussion	Update/Discussion	Lauren/All	30 minutes
Updated budget report		Monica	5 minutes
Bylaws	Motion, Second, Vote	Annie	10 minutes
	WORKING LUNCH (11:30 – 12:00)		30 minutes
Website Review/ SDC Website	Discussion	All	20 minutes
Technology Update	Information Sharing	All	30 minutes
Needs Assessment	Update/Discussion	Lauren	30 minutes
	BREAK		10 minutes
PD for Policy Board	Professional Learning	Rhoda	45 minutes
Advertising		Lauren	25 minutes
Closing	Motion, Second, Vote to Adjourn		5 minutes

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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Staff Development Center Policy Board Meeting Minutes: Thursday, January 12, 2023 8:00- 3:00 pm @ SDC Conference Room

Board Members:

Teachers Present: Rhoda Havis, Melanie Bradish, Toni Marie Amato, Cecilia DaSilva, Chad Allen, Amy Estersohn, Lauren Casalino, Brittany Feeney, Donna Martuge, Amber Fidel, Steven Chetcuti, Rachel Miller

Others Present: Jerusha Beckerman, Kathy Barpoulis, Paula Santa-Donato, Myra Castillo

Absent: Jeannette Castilla Leroy Dixon, Dr. Debbie Hand, Lourdes Pinto, Silvia Andrade,

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

Quorum present: Yes

Proceedings:

Rhoda called the meeting to order at 8:25 am
It was determined we have a quorum present.

- Opening and welcome
- Thanked the Policy Board for their role in providing professional development to the district

Review of Meeting Minutes

Review of the minutes from the previous meeting

Motion to (D. Martuge): approve December minutes *Approved with minor changes

Moved & 2nd motion – M. Bradish

Opposed: None

Abstained: C. DaSilva, L Casalino

All Approved- Motion carried

Monica- Budget Report

- Most participants are seeking in-service credit which impacts the money coming from the grant that was anticipated for stipends. We need to encourage more MA+60 participants.
- Approximately \$28,000 remaining
- Monica provided a comparison between the 21-22 and 22-23 school years.
- Lauren C. recommended that the importance of the compensation form be reinforced at the building level.

- Taking into consideration courses running and course approvals today, we may have \$14,000 remaining.

End of Year Report

- A moment was spent reminding the PB of their role in selecting the focus areas from the Work Plan Matrix. The PB chose these focus areas last year and we will be building our program for the 23-24 year from this information.

Course Updates- Annie

- Lauren C. reported that the Inquiry class was great. Amanda Molloy will run the class again.
- Foundations with Regina- Amber shared that the need for reading support extends to grades 4-6 and those strategies could be supportive.
- Toni Amato shared that she would like The Science of Reading to run again and create a structure that supports strategies to implement in the classroom.
- Rhoda suggested that different grade bands receive different support in terms of reading PD. Melanie stressed the importance of expanding the offering to grades above and below.
- Gramatica is running Part II. This will focus more on conversation and offer a different level of Spanish instruction than offered in Part I. This follow-up course was requested and discussed in the course feedback for Gramatica I.
- In regard to the Science Content 3-5 course: the discussion centered around the expansion of the work to different grade levels. The feedback was that grade levels were limiting. Carmen will be running a second course.
- Creating Trauma Sensitive Classrooms has been very well-reviewed and is running again.

Course Proposals: Votes

Motion to (M. Bradish): Fund Inquiry-Based Learning- Facilitated by Amanda Molloy (15-hour course)

Moved & 2nd motion – R. Miller

Opposed: None

Abstained: C. DaSilva, L Casalino

All Approved- Motion carried

Motion to (L. Casalino): Approve the course proposal and fund Powerful Ideas- Facilitated by Carmen King (15-hour course)

Moved & 2nd motion – A. Fidel

Opposed: None

Abstained: None

All Approved- Motion carried

Motion to (C. DaSilva): Approve and fund Positive Discipline with minor revisions- Facilitated by Greta Daka (15-hour course)

Moved & 2nd motion – C. Allen

Opposed: None

Abstained: None

All Approved- Motion carried

Motion to (R. Miller): Approve the course proposal and fund Newcomers Students & Strategies- Facilitated by Michelle Nisianakis & Claudia Ruggiero (15-hour course)

Moved & 2nd motion – M. Bradish

Opposed: None

Abstained: None

All Approved- Motion carried

Chad Allen remained outside of the meeting for all discussion about and vote on this course. In-person quorum was still present.

Motion to (T. Amato): Approve the course proposal and fund Construct & Building Resources for using w/ student- Facilitated by Chad Allen (15-hour course)

Moved & 2nd motion – C. DaSilva

Opposed: None

Abstained:

Recused: Chad Allen

All Approved- Motion carried

Motion to (J. Beckerman): Approve the course proposal and fund Woodworking 101: Project-Based Learning - Facilitated by Chad Allen (15-hour course)

Moved & 2nd motion – S. Chetcuti

Opposed: None

Recused: Chad Allen

All Approved- Motion carried

Chad Allen returned for the remainder of the meeting.

Motion to (C. DaSilva): Approve the course proposal and fund Mental Health 101, Mindfulness and Classroom Strategies - Facilitated by Wendy Van Buren (15-hour course)

Moved & 2nd motion – L. Casalino

Opposed: None

Abstained: None

All Approved- Motion carried

Motion to (T. Amato): Approve the course proposal and fund Hallmarks of Advance Literacy & UDL - Facilitated by Helene Alalouf (15-hour course)

Moved & 2nd motion – L. Casalino

Opposed: None

Abstained: None

All Approved- Motion carried

Motion to (M. Bradish): Approve the course proposal and fund Grs. 6-8 Improving Constructed Responses in Mathematics - Facilitated by Helene Alalouf (15-hour course)

Moved & 2nd motion – C. DaSilva

Opposed: None

Abstained: None

All Approved- Motion carried

Motion to (S. Chetcuti): Select workshop by Principal Kafele and fund Be Equity workshop-
Facilitated by Principal Kafele (4-hour)

Moved & 2nd motion – A. Fidel

Opposed: None

Abstained: None

All Approved- Motion carried

By-Law Discussion

- Small details and wording regarding a quorum needed to be adjusted in the by laws.
- Small punctuation details were discussed
- #7- Adding "...entire policy board composition" to the end of the statement. Remove "...decisions by consensus..."

Motion to (D. Martuge): Adopted small grammatical changes and wording re: a quorum in the WPCSD SDC by-laws

Moved & 2nd motion – S. Chetcuti

Opposed: None

Abstained: None

All Approved- Motion carried

Website Updates

- Link to Frontline with image
- Rearranged the order of pages
- Frontline button link on sidebar
- Flesh out the "About" section
- Upload PDF files of meeting minutes and agendas
- Images of meeting dates needed
- Monica is working with Deb Hand on the CTLE center designation

Advertising

- Postcard with QR code that leads to Remind, Frontline, SDC homepage
- Remind colleagues
 - Generous and competitive instructor rate
 - Compensation for MA +60 participants and courses are free
 - Ability to earn in-service credits for 15- and 30- hour courses
 - Advance professional learning and maintain license
- Remind people to reconnect with their teaching practice
- A presentation was created for PB members to present at faculty/department meetings.

Needs Assessment

- The SDC needs assessment survey was reviewed and improved by PB members in order to obtain the most accurate information from people who choose to participate in the survey.

- "Branching" questions were added by the Board to gather more information from MA + 60 teachers in particular.
- Will be sent out by Rhoda prior to the next meeting so we can begin to gather data.

Professional Learning

- Rhoda provided the PB with professional learning.
- We returned to Sticks and Stones, a program which examines implicit biases. Rhoda received training through NYSUT.
- The professional learning prompted important discussions and we will continue to visit these ideas in subsequent meetings.

Motion to (D. Martuge): adjourn meeting at 3:01

Moved & 2nd motion – C. DaSilva

Opposed: None

Abstained: None

All Approved- Motion carried