Waterloo Teachers' Resource Center
Waterloo High School Room B216
96 Stark Street, Waterloo, NY 13165
315-539-5454 (internal calls Ext. 4182)
wtrc@waterloocsd.org
Sandy Ahart and Kristen O'Connell, Co-Directors

Minutes

November 20, 2023 4:00 PM - 5:00 PM

Attendance:

~~Matt Parker~~	~~Jennifer Paczkowski~~	Shawn Orcutt	~~Renee Thomas~~
Tracy Cardinale	Ranette Schaertl	Jackie Mull	Karen Burcroff
Jason Stock	Russ Gillan	~~Toby Coleman~~	
Joseph Landry	Peter Budmen	Jennifer Hayden	

A quorum was achieved with 67% (10/15) of the Policy Board present and of that 50% (5/10) were teachers.

1. Welcome – Russ Gillan
   The meeting was called to order at 4:07 p.m.

2. Approval of minutes from September 25, 2023– Russ Gillan
   Click the link for the minutes: Policy Board & Center Documents - Waterloo Central School District (waterloocsd.org)

   Motion to approve the minutes as written was made by Karen Burcroff. Seconded by Ranette Schaertl. Motion passed by all those present.

3. Vacancy of Middle School Policy Board Rep – Russ Gillan
   The position is still vacant. Jason Stock spoke at a recent Faculty Meeting. Kristen O'Connell has reached out to Courtney Foster. Russ Gillan will follow up with an email to the Middle School Staff regarding the importance of filling this position as part of our Grant. More follow-up is needed.

4. Budget review – Sandy Ahart
   Sandy Ahart shared the budget spreadsheet created by Matt Parker listing current expenditures and remaining balances.

5. Information from recent GRTCN Meeting and NYSTC Fall Focus - Kristen O'Connell and Sandy Ahart
   Kristen O'Connell shared reflections from her first GRTCN Meeting.
   - Script subscription is now available for Teacher Center Directors.
   - Teacher Centers are now using Schoology as its communication platform, not Flock.
   - Discussed professional development session regarding The Agile Learner by James Anderson with the Greece Teacher Center. Kristen would like to bring this to Waterloo.

6. Professional Development updates – Kristen O'Connell and Sandy Ahart
    - OPEN PE – This is still unscheduled. The first Superintendent's Conference Day was too soon to arrange with the presenters. Virtual sessions are a possibility, but in person is preferred. Jenn Hayden stated to check with Superintendent Terri Bavis regarding plans for the next Superintendent's Conference Day in March. Sandy Ahart and Kristen O'Connell will follow up.

    - EDU Protocols – Jackie Mull
      This session is currently in the planning stages. Four sessions are scheduled. Primary/intermediate level will be targeted for this year. High School and Middle School levels will be scheduled for next year. Final arrangements are being made with the presenter. The session will be added to Frontline soon.

    - ERF Sessions
        a. Sandy Ahart reported that some ERF sessions have been held at Skoi-Yase Primary School regarding the Science of Reading. Courtney Foster is doing a session on Canva at the Middle School.
        b. Kristen O'Connell would like to do "Remeet" of the WTRC and what the WTRC is all about. Karen Burcroff asked if there is a way to monitor activity on the website. Ranette Schaertl suggested creating a list of what exactly can be done at the WTRC and creating a form that is user-friendly to assist staff. Kristen O'Connell suggested creating a Micro Soft form. More follow up is needed.
        c. Jackie Mull suggested reaching out to Amy McGhan, Coordinator of the Mentor/Peer program to hold one of their meetings at the WTRC as was done in the past to build awareness of the WTRC with new staff. Kristen O'Connell will follow up with this.
        d. Jenn Hayden suggested creating a tutorial about what is involved in conducting ERF sessions in individual buildings to increase involvement with other stakeholders in conducting ERF sessions. More follow up is needed.

7. Hobart William Smith Colleges update – Peter Budmen
   Peter Budmen reported the semester is winding down at Hobart William Smith Colleges. Micron is looking to host an informational meeting regarding its future in the area.
   He recommended the following book titles:
    - **Together: The Healing Power of Human Connection in a Sometimes Lonely World** by Vivek H Murthy M.D.
    - **Spark: The Revolutionary New Science of Exercise and the Brain Paperback – January 1, 2013** by John J. Ratey MD (Author), Eric Hagerman

   Peter also shared that he is affiliated with GLSEN an organization that currently offers Intentional Inclusion Professional Development Series to schools, districts, and other youth-serving agencies and organizations. This could be considered for next year's work plan matrix under the Continuation Grant application.
   He reminded the Policy Board that there is no cost for athletic events at the College and all are welcome.

8. Other – led by Russ Gillan

   Karen Burcroff shared some information and programs that were done with The United Way including Out of the Darkness and a Health and Volunteer Fair.
   Thanksgiving dinner baskets will be prepared as well as a hot meal at the Elks Club for those in need in the community.
   Help is needed in preparing 300 Family Time boxes. Students in need of service project hours can assist in stuffing boxes. This can also include clubs. Jenn Hayden asked about a Civics Class assisting with this project. Karen will send the information to Russ Gillan.
   She also shared information regarding events planned for It's a Wonderful Life, 8 Dimensions of Wellness and an upcoming Kindness Campaign.
   Kristen O'Connell requested more information regarding Native American connection as it connects with the Fourth-grade curriculum.

9. Set next meeting date: Russ Gillan

   The next meeting is set for Monday, March 18, 2024 at 4:00 p.m. in Room 207 at Waterloo High School.

10. Meeting Adjourned

    A motion was made by Joseph Landry to adjourn the meeting. The motion was seconded by Jenn Hayden. Motion was passed by all those present. The meeting was adjourned at 5:04 p.m.

Respectfully submitted by

Sandra Ahart
Co-Director, WTRC