Waterloo Teachers' Resource Center
Waterloo High School Room B216
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Sandy Ahart and Kristen O'Connell, Co-Directors

Minutes

March 18, 2024 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 (online)	

A quorum was achieved with 60% (9/15) of the Policy Board present and of that 78% (7/9) were teachers.

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

2. Approval of minutes from November 20, 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 Matt Parker. Seconded by Jackie Mull. Motion passed by all those present.

3. Middle School Policy Board Rep – Russ Gillan
   A letter from Courtney Foster, a Middle School teacher, was shared by Sandy Ahart expressing an interest in filling the vacancy of the Middle School representative to the Policy Board. A motion was made by Joseph Landry to approve Courtney Foster as the new Middle School representative. The motion was seconded by Jackie Mull. Motion was passed by all those present. Courtney Foster will be the new Middle School representative effective immediately with a minimum three year term ending in June, 2027.

4. Budget review – Sandy Ahart
   Sandy Ahart shared the Excel spreadsheet budget created by Matt Parker detailing the expenditures and the balances remaining in each of the budget codes. The need to complete an FS10A was discussed. The Co-Directors will prepare an FS10A with the help of the Policy Board Chair. The document will be presented to the Policy Board for review and approval at the next meeting.

5. Information from recent NYSTC Spring Symposium - Kristen O'Connell and Sandy Ahart
   Kristen O'Connell and Sandy Ahart shared information from the NYSTC Spring Symposium. Kristen was impressed with the keynote speaker, Mike Anderson, and would like to explore future professional development opportunities based on his books.

She also shared information about Museum field trips for teachers to learn how to integrate these local resources into the curriculum. These could include Waterloo museums as well as Harriet Tubman Home in Auburn or The Seneca Falls Historical Society.

6. Professional Development updates – Kristen O'Connell and Sandy Ahart
   - OPEN PE – The WTRC reached out to administrators of the District to hold this professional development on the recent Superintendent's Conference Day, however, it was not possible. Because of the changes with the Superintendent, this opportunity will not be possible this year in a way that best suits the experience; in-person is preferred over online. This will be reflected in the budget amendment.
   - EDU Protocols – Jackie Mull reported that the first two sessions with Jon Corripo went well (there are two remaining) and are being well received. Kristen O'Connell agreed and told of a book now available that connects with primary level. She would like to extend this to the group. This will also be reflected in the budget amendment.
   - ERF Sessions
     Sandy Ahart reported of professional development based on the Science of Reading is being offered at Skoi-Yase Primary School. A book talk of Reading Above the Fray: Reliable, Research-Based Routines for Developing Decoding Skills by Julia B. Lindsey is scheduled for April 12, 2024.
     Kristen O'Connell shared some proposals have been received from the Middle School and that she is doing a session on Lumio at Skoi Yase.

7. Hobart William Smith Colleges update – Peter Budmen
   No update was given as Peter Budmen was unable to attend the meeting.

   Joseph Landry asked about getting tutors for ELLs similar to America Reads tutors from Hobart William Smith Colleges offered at Skoi Yase and LaFayette After School Programs. Jennifer Hayden shared that the District is exploring this. Karen Burcroff suggested Foster Grandparents Program might be another option to explore.

8. Other – Russ Gillan
   Suggestions for the FS10A and/or Continuation Grant were made including:
   → Karen Burcroff – DEI workshops from Peter Hill about Native Americans, Tiffany Williams may be able to offer something from the Suicide Prevention Coalition including Mental Health First Aid for both adults and youth.
   → Joseph Landry – resources for ELLS
   → Ranette Schaertl suggested reaching out to Rochester Institute of Technology (RIT) about students coming to share STEM ideas. Matt Parker said this is similar to Student STEM Fest held in Rochester.
   → Jenn Paczkowski suggested offering Hidden in Plain Sight Program. This was done a few years ago. Karen Burcroff will explore that as a possibility for April. Jenn also suggested exploring PBIS strategies.

→ Matt Parker suggested reaching out to other Teacher Centers for ideas or to check their catalogues.

→ Jenn Hayden suggested Science of Reading. Karen Burcroff shared she knows a librarian from Lodi who is a parent of a dyslexic student may be willing to share her experience with staff.

Kristen O'Connell would like to roll out a Podcast to Professional Learning Series to encourage teachers to share a favorite podcast with colleagues during ERF sessions or as an afterschool workshop.

Kristen also shared that she is preparing to send out a needs assessment to the staff for input for the Work Plan Matrix for next year's Continuation Grant Application. The results will be shared with the Policy Board.

Renee Thomas shared the Waterloo Board of Education is hoping to hire a new Superintendent who will be able to sign the Continuation Grant Application by the end of May.

9. Set next meeting date: Russ Gillan
   The next meeting is set for Monday, April 16, 2024 at 4:00 p.m. in Room 207 at Waterloo High School.

10. Meeting Adjourned
    A motion was made by Matt Parker to adjourn the meeting. The motion was seconded by Renee Thomas . Motion was passed by all those present. The meeting was adjourned at 5:04 p.m.

Respectfully submitted by

Sandra Ahart
Co-Director, WTRC