



Meeting Minutes

Attendance: Melanie Ward, ~~Mike Leone~~, Emily Odhiambo, ~~Tony Tepedino~~, Emily Labenski (Zoom), Rene Kazacos, Vince Blasio (Zoom), Natalie Crittenden, ~~Liz Norton~~, Danielle deManincor (Zoom), Karen Smith, Katie Greco, Laura Hefner, ~~Amanda Moon~~, Larissa Lalka (Zoom), Dr. Linda McGinley (Zoom), ~~Sharon Bednarczyk~~, ~~Recca Rothbaum~~, Radhika Ramesh, Julie Barker

Wednesday, Dec. 2, 2020

3:30-4:30 p.m.

1) Best Practices in Online Professional Learning

From 3:30-3:45 PM, Policy Board members read the research article, “Best Practices in Online Professional Learning” from Hanover Research, March 2019, independently.

2) Welcome and Approval of November Minutes

At 3:45 PM, Julie called the meeting to order and welcomed guest, Fran Barr, St. Louis School Principal, who was serving as an alternate for Sharon Bednarczyk at the meeting.

Members reviewed the November minutes and no concerns were raised. Radhika Ramesh motioned to approve the minutes and Melanie Ward seconded. All members approved the November minutes as presented.

3) Budget Status Report

Julie reported that she received a budget update from SED. At this time, there is not a planned reduction to the NYSTC grant; however, there will be a reduction of 20% in reimbursements to the Local Education Agency (L.E.A.). Despite this reduction, the PCSD Business Office has indicated that we can continue to spend our grant as we normally would.

PB members reviewed the current Budget Status Report and Julie shared that we are on track with regard to planned expenses for the rest of the year. Julie also shared that we have approximately \$3600 anticipated in collegial circle facilitator expenses based on the number of approved circles at this time. Melanie asked if the number of circles this year is similar to previous years. Julie shared that we currently have 33 circles approved for this year and we typically have between 35-45 circles each year. As a result, this year is similar to previous years regarding the number of circles at work.

4) Discussion: Best Practices in Online Professional Learning

Members were randomly assigned to breakout rooms to discuss the research article, “Best Practices in Online Professional Learning” for approximately 20 minutes. The group came back together to share their takeaways with the whole committee. Ideas that were shared in the large group included:

- How can we use this information to inform what we are offering this spring and next summer?
- Are some topics better for certain formats – asynchronous, synchronous, blended, face to face?
- Are there different experiences related to professional learning this year between secondary and elementary participants?
- Since some participants indicated that there was a lot of information to digest in the summer technology sessions, is there a way to revisit some of the learning this spring? Could this be presented as a follow-up to the learning and offer it as a new workshop or is having the original learning available in Teams enough for participants?

The committee decided we should explore these ideas further in preparation for the spring catalog. Julie invited PB members to share ideas with her via email regarding their thoughts on next steps for spring professional learning. She will compile the information and bring it back to our next meeting for discussion.

The meeting was adjourned at 4:30 p.m.

Minutes prepared by Robin Dixon, Assistant to the Director of the Teacher Center.