

**Members
2022-2023**

Administration
Melanie Ward

Administration
Shawn Clark

Allen Creek
Emily Odhiambo

Allendale Columbia
Ann Marie Luce

Barker Road
Holli Englerth

Board of Education
Emily Kay

Business Representative
Vince Blasio

Calkins Road
Beth Latini

Jefferson Road
Jeannine Galusha

Mendon Center
Danielle de Manincor

Mendon High
Kristin O'Dell

Park Road
Jackie Bowser

PDAA
Laura Hefner

PDTA
Jessica Sabbour

PTSA
Colleen Andolina

St. John Fisher
Maria Muhlbauer

St. Louis School
Eileen Schenk

Sutherland High
Reeca Rothbaum

Thornell Road
Radhika Ramesh

Teacher Center Director
Julie Barker

**Pittsford Teacher Center Policy Board
Meeting Minutes
May 3, 2023**

Members Present	Julie Barker, Melanie Ward, Shawn Clark, Emily Kay, Emily Odhiambo, Emily Kay, Vince Blasio, Jackie Bowser, Laura Hefner, Jessica Sabbour, Ann Marie Luce, Holli Englerth, Danielle DeManincor, Jeannine Galusha, and Radhika Ramesh																				
Members Not Present	Colleen Andolina, Beth Latini, Maria Muhlbauer, Kristin O'Dell, and Reeca Rothbaum																				
Welcome and Approval of Minutes	<p>The March 1, 2023 minutes were reviewed. Emily Kay corrected the minutes to reflect that she was not present at the March meeting. Radhika Ramesh made a motion to approve the minutes, Jessica Sabbour seconded the motion, and the minutes were approved unanimously, as corrected.</p> <p>The proposed meeting schedule for 2023-2024 was approved. [see attached]</p>																				
Budget Status Report	<p>Julie provided an update on the budget, including a proposed amendment to adjust for end of the year spending. The Board reviewed the proposed FS-10A #2 and accepted it as presented. Danielle DeManincor made a motion to approve, which was seconded by Jackie Bowser, and the FS-10A #2 was unanimously approved.</p> <table border="1"> <thead> <tr> <th>SUBTOTAL</th> <th>EXPLANATION</th> <th>SUBTOTAL INCREASE</th> <th>SUBTOTAL DECREASE</th> </tr> </thead> <tbody> <tr> <td>15 Professional Salaries</td> <td>Decrease this code due to less than anticipated expenses for collegial circle facilitators. The original budget was for 30 collegial circles each completing 12 hours. There were only 13 circles approved this year leaving a surplus of funds in this code.</td> <td></td> <td>2960.00</td> </tr> <tr> <td>45 Supplies & Materials</td> <td>Increase this code to purchase supplies for Teacher Center workshops [such as easel paper, binders, markers, etc] and books for the PCSD Induction Program [<i>Enhancing Professional Practice</i>, Danielson; <i>Why Didn't I Learn this in College?</i> Rutherford; <i>The 21st Century Mentor's Handbook</i>, Rutherford].</td> <td>3695.00</td> <td></td> </tr> <tr> <td>46 Travel Expenses</td> <td>Decrease this code due to less than expected expenses for travel. The Director was unable to attend the Spring Symposium in March, so those funds were not used.</td> <td></td> <td>735.00</td> </tr> <tr> <td colspan="2" style="text-align: right;">Total Increase or Decrease</td> <td>(+) \$3695.00</td> <td>(-) \$3695.00</td> </tr> </tbody> </table> <p>Julie mentioned that funding for Teacher Centers in the NYS budget is still unknown and she will continue to monitor.</p>	SUBTOTAL	EXPLANATION	SUBTOTAL INCREASE	SUBTOTAL DECREASE	15 Professional Salaries	Decrease this code due to less than anticipated expenses for collegial circle facilitators. The original budget was for 30 collegial circles each completing 12 hours. There were only 13 circles approved this year leaving a surplus of funds in this code.		2960.00	45 Supplies & Materials	Increase this code to purchase supplies for Teacher Center workshops [such as easel paper, binders, markers, etc] and books for the PCSD Induction Program [<i>Enhancing Professional Practice</i> , Danielson; <i>Why Didn't I Learn this in College?</i> Rutherford; <i>The 21st Century Mentor's Handbook</i> , Rutherford].	3695.00		46 Travel Expenses	Decrease this code due to less than expected expenses for travel. The Director was unable to attend the Spring Symposium in March, so those funds were not used.		735.00	Total Increase or Decrease		(+) \$3695.00	(-) \$3695.00
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<p>Summer Catalogue</p>	<p>Julie updated the board on the continued planning of the summer catalogue, highlighting:</p> <ul style="list-style-type: none"> • The Equity Series will run again this year – there are eight modules that will be offered multiple times throughout the summer. Other workshops related to Equity include SafeZone Training, Advanced Conversations for Educators related to LGBTQ+ Students, and Pronouns. • A new program, Summer Tech Camp, is being planned with Elementary and Secondary offerings. • Workshops related to mental health and SEL include PIRI Community Circle Training, PIRI Restorative Practices, An Overview of Restorative Practices, Positive Psychology, and Suicide Prevention and Intervention. • There are also several workshops being offered for specific Standards Areas including Elementary: ELA, Math, Science, Social Studies and Reading and Secondary: Social Studies, Math, and Science. • A new Para Mentor program is being created as a result of the new PDTA contract and there are also two Para Induction modules being creating for new SRPs. <p>Julie shared that the new PDTA contract provides for an increase in the rates of pay for professional learning (0-12 hours: no pay; 13-24 hours: \$28/hr. and 25+ hours: \$25/hr.) A similar pay scale is in place for SRPs. However, our current system does not support differentiated pay rates. Julie is working with BOCES and Harris to find a workable solution.</p> <p>Julie concluded that all workshops will run from June 26th through August 31st and catalogue will be released around Memorial Day.</p>
<p>Work Plan Matrix</p>	<p>The Work Plan Matrix is Section 7 of the Continuation Application for the TC grant. This matrix identifies all workshops offered in specific focus areas. Julie shared a draft of the Work Plan Matrix and asked Board members to review it. She pointed out that while Focus Areas 8 & 18 appear similar, she included workshops for diverse learners that focused on instruction in FA #8 and those that are focused on creating a safe environment in FA #18. The Board was given time to review the plan in greater detail and discuss.</p> <p>After time for review, the full Board discussed the document and the following questions came up:</p> <ul style="list-style-type: none"> • It appears that there are fewer asynchronous workshops this year. Is that because they are not all reflected in the Work Plan Matrix or are we offering less options for asynchronous learning? Julie noted that there will still be some asynchronous offerings but presenters have been shifting back to in-person workshops. This is not an intentional shift by the Teacher Center but rather one that presenters are requesting. • Should the Smart Start Trainings be included in the Work Plan Matrix even though they are being hosted by BOCES? This was discussed and it was decided that the Smart Start Trainings should be included in the document because they reflect collaboration with Monroe 1 BOCES. Julie will revise the Work Plan Matrix.

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Feed

	<ul style="list-style-type: none"> Will some activities continue to be restricted to certain grade levels, such as Grading for Equity was last year? Julie replied that many workshops are limited to specific grade levels. Although it is not always reflected in the title, that information can be found in the activity description.
Next Meeting Agenda	The revised Work Plan Matrix and all remaining parts of the Continuation Application will be presented for approval next month.
	The meeting adjourned at 4:30 <i>Minutes prepared by Cindy Craig</i>