

**Members  
2022-2023**

Administration  
**Melanie Ward**

Administration  
**Shawn Clark**

Allen Creek  
**Emily Odhiambo**

Allendale Columbia  
**Ann Marie Luce**

Barker Road  
**Tina DiPaolo**

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**

February 1, 2023

Members Present	Julie Barker, Melanie Ward, Shawn Clark, Emily Odhiambo, Emily Kay, Vince Blasio, Beth Latini, Kristin O'Dell, Maria Muhlbauer, Jackie Bowser, Jeannine Galusha, Reeca Rothbaum, Colleen Andolina, Laura Hefner, and Danielle DeManincor
Members Not Present	Ann Marie Luce, Tina DiPaolo, Eileen Schenk Jessica Sabbour, and Radhika Ramesh
Welcome and Approval of Minutes	The December 7, 2022 minutes were reviewed; there were no questions raised. Laura Hefner made a motion to approve the minutes, Shawn Clark seconded the motion, and the minutes were approved unanimously.
Spring Catalogs Update	Even though spring is not a popular time for professional learning, we have a robust catalog, including five Para Academy workshops, four Adult & Child CPR/AED classes (brought back after a hiatus due to Covid) and additional offerings including the Equity Challenge (running for the third time this year), two workshops from the Equity Series, multiple Number Corner trainings, and two Discovery Education workshops. All offerings will finish in early May, as the deadline for all professional learning hours is May 31 <sup>st</sup> .
Mid-Year Budget review	<p>Julie shared that the FS-10A submitted in November was approved by SED. She then presented a mid-year budget status report, as required by our bylaws. The report highlighted that we have more of a surplus than usual at this time of year in the 151 code. This is due in part to the increase in the TC grant this year as well as having fewer collegial circles taking place than in previous years. For comparison, last year we had 20 collegial circles approved and so far this year we have 11.</p> <p>To address the surplus, Julie shared that there will be five professional learning days at the end of the June that will be part of the summer catalog so she is setting aside money to pay for workshops that week. Other ideas for using the extra funds include buying a permanent podium for Meeting Room 2 and purchasing books and materials for Induction.</p> <p>All of the other budget codes are progressing as expected:</p> <ul style="list-style-type: none"> <li>• 40 code: There is \$371 remaining and we will be partnering with the Victor and Wheatland-Chili Teacher Centers to offer a virtual program presented by Dr. Lori Desautels from Butler University on March 30<sup>th</sup> at a cost of \$350.</li> <li>• 46 code: There is \$157 remaining with \$617 encumbered for Julie's trip to Albany in March. It is unlikely Julie will use all of the encumbered funds so we will have a balance of approximately \$200 in this code.</li> <li>• 50 code: There is currently \$1551 in Supplies and Materials and these funds will be used to purchase books and supplies for the rest of the year as well as to prepare for summer workshops as needed.</li> </ul> <p>Julie will monitor the budget codes to ensure things are going as planned and will bring any requests for large expenditures to the Board prior to purchase.</p>

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### Standards for Professional Learning

We continued our exploration of the Standards for Professional Learning from Learning Forward (LF) which was started at the last meeting. This time we looked at the *Foundations for the Standards* as well as the *Core Constructs* of each Standard. Time was provided for everyone to read the two documents independently and then discuss them in small groups. Julie asked everyone to consider ways in which we can apply the Standards to the work that we are already doing to continually improve our programs.

After independent and small group work, the full Board came back together for discussion. Points that were raised included:

- There were positive reactions to the concept of equity being called out/embedded in the Standards. This is a great connection to the work we are doing in this area.
- The Foundations mention that the Standards should be used by educators who hold a variety of roles and titles. Do we extend our programs to employees who hold various roles such as paras, bus drivers, clerical staff, food service, etc? We have offered professional learning to Paras through the Para Academy series and PEOP staff have also had opportunities for workshops targeting their needs. In recent years, we have extended the learning to Transportation, Maintenance, and Food Service employees with workshops on Superintendent's Days. This has been a positive shift but there is still more work we can do in this area.
- There was a great discussion on change management including what is meant by the term and how to support people through change.

Julie thanked the Board for their input and asked that we continue to explore ways in which the LF Standards can be used to measure how well we are meeting the Standards as we develop our programs.

### Next Meeting Agenda

The meeting adjourned at 4:32 p.m.

*Minutes prepared by Cindy Craig*