

**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

November 2, 2022

Members Present	Julie Barker, Melanie Ward, Emily Odhiambo, Ann Marie Luce, Tina DiPaolo, Emily Kay, Vince Blasio, Jeannine Galusha, Danielle DeManincor, Kristin O'Dell, Jackie Bowser, Laura Hefner, Jessica Sabbour, Colleen Andolina, Maria Muhlbauer, Mary Beth Boyce (alternate for Eileen Schenk via zoom)			
Members Not Present	Shawn Clark, Beth Latini, Reeca Rothbaum, Radhika Ramesh			
Welcome and Approval of Minutes	The September 28, 2022 minutes were reviewed. Jeannine Galusha made a motion to approve the minutes, Jackie Bowser seconded the motion, and the minutes were approved unanimously.			
Budget Status Report	Julie provided an update on the budget, noting the current negative balance in Supplies and Materials necessitates the need for a budget amendment. Julie asked the Board to review a budget amendment with the following information moving \$4500 from code 40 to code 45:			
	SUBTOTAL	EXPLANATION	SUBTOTAL INCREASE	SUBTOTAL DECREASE
	40 Purchased Services	Decrease this code due to less than expected expenses. The Student Services Office paid for a presenter that we had budgeted for and the NYS Mentor Academy did not run.		\$4500.00
	45 Supplies & Materials	Increase this code due to greater demand for the purchase of books to support professional learning. Titles include <i>A Repair Kit for Grading</i> [O'Connor], <i>Unlocking English Learners' Potential</i> [Fenner and Snyder], <i>Grading for Equity</i> [Feldman], and <i>Shifting the Balance: 6 Ways to Bring the Science of Reading into the Balanced Literacy Classroom</i> [Burkins and Yates].	\$4500.00	
	Danielle DeManincor made a motion to approve the FS-10A, Kristin O'Dell seconded the motion, and the amendment			

	<p>was approved unanimously. [See attachment for full document]</p>
<p>Policy Board By-Laws</p>	<p>Julie asked for a final review of the proposed by-law changes that were presented at the September 28th meeting for consideration. The by-laws are being revised to more clearly define quorum requirements and voting procedures. [See attached by-laws for revisions.]</p> <p>Laura Hefner made a motion to approve the revised by-laws, Jess Sabbour seconded the motion, and the by-laws revisions were approved as presented.</p>
<p>Summer Professional Learning Update</p>	<p>In response to the Board’s interest in data related to summer activities, Julie presented more detailed information for workshops including:</p> <ul style="list-style-type: none"> • attendance versus enrollment numbers, • the length of each workshop, and • activities sorted by format (face-to-face, synchronous, asynchronous, and blended). <p>Everyone was given time to review the data individually then in small groups. After fifteen minutes, the full Board discussed their takeaways. The following observations were made:</p> <ul style="list-style-type: none"> • Attendance numbers appear to be higher for asynchronous workshops; • The Equity Challenge reached across all grade levels and had high participation; • People seem to like all formats; there is not one format preference over another; • Different workshops lend themselves to different formats based on the type of learning being presented – for example, some topics work well asynchronously while others are more effective in person. • There was a wide variety of offerings in all formats and that appeared to be a good mix, reaching across all areas. <p>A question was asked regarding if we are back to pre-covid attendance levels. Julie replied that it is hard to measure because our formats have changed. However, this summer fewer of our professional staff completed their required contractual hours than in previous summers. A typical summer results in 78-80% of staff completing their requirement and this summer it was closer to 70%.</p> <p>Julie appreciated the Board’s time in reviewing the data and noted that that she uses this information to continually improve our program offerings.</p>

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Next Meeting Agenda

Julie would like to bring one or more resources related to high quality professional learning for the Board to read and review at the December meeting and everyone was in favor of using that time for learning.

A question was asked regarding if the PDTA Wanda Ward Study Grant (\$5,000) and/or the Crump Family award (\$2,000) had been utilized this year. Julie noted that there are two application periods for these grants – one in November and one in April. The PDTA office lets Julie know when they receive applications and there has not been any notification to date. Unfortunately, not all of the funds were spent last year. It was discussed that this wasn't a surprise given the type of year and hoped that more people would apply this year.

The meeting adjourned at 4:32 p.m.

Minutes prepared by Cindy Craig