

**Members
2023-2024**

Administration
Melanie Ward

Administration
Shawn Clark

Allen Creek
Emily Odhiambo

Allendale Columbia
Amanda Offord

Barker Road
Kristin O'Dell

Board of Education
Emily Kay

Business Representative
Vince Blasio

Calkins Road
Beth Latini

Jefferson Road
Jeannine Galusha

Mendon Center
Danielle de Manincor

Mendon High
TBD

Park Road
Jackie Bowser

PDAA
Laura Hefner

PDTA
Jessica Sabbour

PTSA
Colleen Andolina

St. John Fisher
Maria Muhlbauer

St. Louis School
Mary Beth Boyle

Sutherland High
Reeca Rothbaum

Thornell Road
Radhika Ramesh

Teacher Center Director
Julie Barker

Pittsford Teacher Center Policy Board

Meeting Minutes

February 7, 2024

Members Present	Julie Barker, Melanie Ward, Shawn Clark, Amanda Offord, Jeannine Galusha, Jackie Bowser, Laura Hefner, Jessica Sabbour, Emily Odhiambo, Danielle deManincor, and Maria Muhlbauer
Members Not Present	Vince Blasio, Kristin O'Dell, Emily Kay, Colleen Andolina, Radhika Ramesh, Beth Latini, Mary Beth Boyle and Reeca Rothbaum
Welcome and Approval of Minutes	<p>The minutes from the January 3rd meeting were reviewed. One revision was requested – Maria Muhlbauer was not included on the list of those who were present.</p> <p>Jeannine made a motion to approve the minutes as corrected, Jessica seconded the motion, and the January 3, 2024 minutes were approved unanimously.</p>
Budget Status Report	<p>Julie reviewed the Budget Status Report and noted negative balances in two of the codes. In the 400 code, there is a negative balance due to unexpected changes to the CPR/AED/First Aid course for coaches. Our regular presenter is no longer available and had to cancel with short notice. Pittsford Volunteer Ambulance was able to offer the training, but they have a per person cost that comes out of the 400 code rather than a presenter fee that comes out of the 151 code.</p> <p>The negative balance in the 500 code was increased due to the purchase of books for an upcoming book study, <i>Grading for Equity</i>.</p> <p>Julie mentioned that the negative balances will be corrected at the end of the year with transfers or a budget amendment depending on how spending goes this spring. She will bring additional information to the April meeting.</p>
Professional Learning Data	<p>As discussed at the January meeting, Julie brought several documents for continued review of PL data and processes.</p> <p>The first document reviewed was the PCSD Professional Learning Plan. This document outlines the process for identifying district professional learning initiatives and workshops to support them. Julie asked members to note the four objectives of the PLP outlined on page 6. She then focused on objectives 1 and 2 as they relate to data collection to identify professional learning needs and the process for determining district initiatives.</p> <p>The current list of professional learning initiatives is on page 8 of the PLP and informs the workshops offered by the PTC that count toward the contractual requirement for hours.</p> <p>Additional data shared included Collegial Circles for the past ten years, number of professional staff who exceed the contractual requirement for professional learning each year, and the number of</p>

	<p>staff who have not yet met the contractual requirement for this school year.</p> <p>After independent review of the documents, the Board discussed the data. There was agreement that this information should be considered when planning for the 2024-25 school year. If there is a trend showing completion of fewer PL hours, or less attendance at workshops, we should discuss next steps for summer planning.</p>
<p>Next Meeting Agenda</p>	<p>At the April meeting, we will review our spending this year to determine if an amendment is necessary and start the Continuation Application for 2024-25.</p>
<p style="text-align: center;"><i>The meeting adjourned at 4:35 PM.</i></p> <p style="text-align: center;"><i>Minutes prepared by Julie Barker</i></p>	