Waterloo Teachers' Resource Center
Waterloo High School Room B216
96 Stark Street, Waterloo, NY 13165
315-539-5454 (internal calls Ext. 4182)
wtrc@waterloocsd.org
Sandy Ahart and Kristen O'Connell, Co-Directors

Minutes

June 11, 2024 4:00 PM - 5:00 PM

Attendance:

~~Matt Parker~~	Jennifer Paczkowski	~~Shawn Orcutt~~	Renee Thomas
Tracy Cardinale	Ranette Schaertl	Jackie Mull	Karen Burcroff
~~Jason Stock~~	Russ Gillan	~~Toby Coleman~~	~~Courtney Foster~~
Joseph Landry	~~Peter Budmen~~	~~Jennifer Hayden~~	

A quorum was achieved with 53% (8/15) of the Policy Board present and of that 63% (5/8) were teachers

1. Welcome – Russ Gillan
   The meeting was called to order at 4:04 p.m.

2. Approval of minutes from April 16 2024– Russ Gillan
   Click the link for the minutes:

   Waterloo Teachers' Resource Center (Home - Waterloo Central School District (waterloocsd.org)

   Motion to approve the minutes as written was made by Renee Thomas. Seconded by Jackie Mull. Motion passed by all those present.

3. Budget and FS10 A Update – Kristen O'Connell and Sandy Ahart
   Sandy Ahart reported that we received notification of approval by Grants and Finance on May 28, 2024. The funds have been recorded by the LEA and we are in the process of using them as stated in the FS10A.

4. Update on Professional Development sessions – Kristen O'Connell
   Kristen O'Connell reported that there are no current sessions scheduled for Early Release Fridays. She reported that there were 71 respondents to the needs assessment that was sent out. These were used in completing the Continuation Application especially Focus Areas # 18 and #19 to increase High School participation in Professional Development.

   The LEA received the allocation letter from NYSED. The LEA has informed us that we can run Professional Development sessions over the summer (before the actual grant funds are released.)

5. Review of By-Laws Russ Gillan
   The By-Laws were reviewed. Motion to accept the By-Laws as written was made by Jackie Mull. Seconded by Joe Landry. Motion passed by all those present.

6. Continuation Grant Application and Budget – Sandy Ahart and Kristen O'Connell
   The application and proposed budget was shared by the Co-Directors. Policy Board members were given the opportunity to ask for clarification on both

   A motion was made by Joseph Landry and seconded by Renee Thomas to approve the completed 2024-2025 Continuation Grant Application as presented with the focus areas of #1, 2, 7, 18, 19. The motion was passed by all those present.

   A motion was made by Karen Burcroff and seconded by Russ Gillan to approve the completed 2024-2025 FS-10 budget as follows:
   Code 15 - $ 28,595 Code 46 – $827
   Code 40 – $ 7,548 All other codes are $0
   Code 45 - $ 4,909 Total - $41,879
   The motion was passed by all those present.

7. Set next meeting date: Russ Gillan

   The first meeting of 2024-20245will be on Tuesday, October 1, 2024.

8. Other: Russ Gillan
   Karen Burcroff shared how the United Way is working with WCSD Athletic Director to develop summer workshops for coaches and anyone else who may be interested. More details will be shared as plans are finalized.

9. Meeting Adjourned

   A motion was made by Jackie Mull to adjourn the meeting. The motion was seconded by Ranette Schaertl. Motion was passed by all those present. The meeting was adjourned at 4:38 p.m.

   Respectfully submitted by

   Sandra Ahart
   Co-Director, WTRC