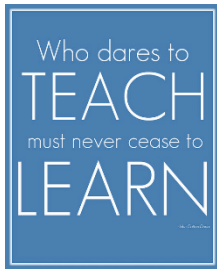




The Staff Development Center
500 North Street, White Plains, New York 10605
Tel: 914-422-2438 Fax: 914-422-2160
Staff Development Team (Policy Board)



Thursday, February 8, 2024
3:45 pm - 5:15 pm

“ I am **always**
doing what I
cannot do yet,
in order to **learn**
how to do it. ”

- Vincent van Gogh
www.vincentvanGogh.com

Agenda Item	Planned Format/Outcome	Discussion Lead	Allotted Time
Opening/Welcome/	Call to Open Meeting, Group Greeting,	Rhoda	2 minutes
1-11 Full Day Meeting Minutes Approval	Motion, Second, Vote	All	8 minutes
Budget Report	Explanation/Overview	Monica	5 minutes
Course Evaluations and Updates	Overview	Lauren	10 minutes
New Course Proposals	Motion, Second, Vote	All	15 minutes
Update on LHTCN Meeting	Presentation	Annie & Lauren	5 minutes
Interest Form/ Work Plan Matrix	Review	Lauren & Annie	15 minutes
Book Study/Advertisement	Overview	Annie	15 minutes
Next Year's Consultants	Discussion	All	13 minutes
Closing	Motion, Second, Vote to Adjourn	Rhoda	2 minute

Thank you to all our Policy Board Members!

“Coming together is the beginning. Keeping together is progress. Working together is success.” Edward Everett Hale



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Staff Development Center

Policy Board Meeting Minutes: Thursday, January 11, 2024

8:00 am – 3:00 pm @ SDC Conference Room

Board Members:

Teachers Present: Rhoda Havis, Donna Martuge, Melanie Bradish, Toni Marie Amato, Amber Fidel, Lauren Casalino, Brooke Kunze, Rachel Miller, Chad Allen, Amy Estersohn, Ray Drach

Others Present: Kathy Barpoulis, Monica Alvarez, Paula Santa-Donato, Jerusha Beckerman,

Absent: Leroy Dixon, Myra Castillo, DR. Debbie Hand, Humberto Sebastiani, Jeannette Castilla

Others Present (non-voting): Lauren Lowenhaupt and Annie Hovis-Williams (Co-Directors)

Quorum present: Yes

Call to Order

Rhoda called the meeting to order at 8:17 AM.

It was determined we have a quorum present.

Review of December Meeting Minutes

With minor adjustments, the minutes were accepted.

Motion to (S. Chetcuti): approve the December Meeting Minutes.

Moved & 2nd motion – T. Amato

Opposed: None

Abstained: None

All Approved- Motion carried

Budget Update

Monica gave an overview of our financial status. We currently have \$27,675 remaining.

However, we have spent our professional salary stipends. There is workshop money remaining, and one instructor stipend prior to today. The Board celebrated the efforts of everyone to spend down the grant this year.

Course Updates and Evaluations

Lauren shared a Canva presentation which featured the highlights from recent course evaluations:

The Healing Power of Stories

This course was rated with mostly all fours, the highest mark.

Mentor Teacher Training

Participants highlighted the practicality of the applications in this course and valued the time spent collaborating with colleagues.

The Emergent Bilingual

Participants mentioned the valuable vocabulary development exercises, strategies for home communication, and a wealth of Schoology resources. This course provided multilingual support for our student and teacher community.

M. Bradish mentioned that one of our instructors, C. Ruggiero, may be interested in running another section of bilingual/ENL support. We will reach out to her following today's meeting.

Foundations Review

Participants particularly valued the instructor's allowance for collaboration. Participants were also encouraged to personalize and customize their work. This positively impacted their small group work with students. A request for "Just Words" training for upper elementary and middle school teachers was received in this evaluation.

Embracing Neurodiversity

Participants remarked that the instructor held them accountable for active participation. Another positive remark was that teachers were given the opportunity to choose their focus of study. The course was an open and safe space to learn, and many remarked that it raised their awareness of Neurodiversity.

Movement Strategies

This one-hour workshop received mixed responses. Some comments and constructive criticism were regarding the timing, and a need for more movement strategies across grade levels.

Writing Revolution K-2

All participants strongly agreed this was time well spent. The planning time they were given was beneficial to their practice, as was collaborating with their colleagues. The policy board discussed approaching the instructor to consider offering a 3 to 5 course again. The strategies taught in this course give strong access points for all students.

The Power of Play Grades 6-12

This course is recommended for teachers who are reluctant to incorporate what might be considered non-traditional methods. The hybrid format was well-received, and participants reported experiencing enjoyment!

ASL: Creating Inclusive Classroom Environments

The instructor received high ratings and feedback. Participants reported to be using ASL in class, and Zoom was workable for participants. There has been a request for a second level offering with a focus on conversational sign language. We will reach out to the instructor.

Social Media Workshop

This virtual workshop was eye-opening for participants as it encouraged folks to examine and analyze their own Social Media use and patterns of behavior. P. Santa-Donato also offered some statistics to continue the discussion: there has been a reported 50% increase in clinical depression in teens, who are picking up their phones 100-500 times a day. The members of the Policy Board agree there needs to be critical thinking around this issue, and people need to learn coping skills for dealing with addiction to social media and messaging apps. Paula also offered information about a powerful Social Media webinar, and she will send it to us to share with the Board.

Course and Workshop Proposals

The following course proposals were reviewed and approved to run in the 2023-2024 grant year:

Wise With Words, Part 2

Amy Estersohn recused herself from discussion about this proposal. A quorum remained present.

This course will engage teachers in strategies to build students' vocabulary in today's classroom. The Board suggested a name revision and identified the target audience as teachers in grades 3-12.

Motion to (R. Miller): Approve funding for Wise with Words 2 (15-hour course).

Moved & 2nd motion – B. Kunze

Opposed: None

Recused: A. Estersohn

Abstained: None

All Approved- Motion carried

Amy returned for the remainder of the meeting.

Civics for the World to Come

Nicole Mirra, part of the faculty at Rutgers University, will offer a 4-hour workshop about civic readiness in our classrooms. This will be offered to teachers K-12. This workshop complements our district emphasis on student engagement in the Seal of Civic Readiness, beginning in 7th grade.

Motion to (L. Casalino): Approve funding for Civics for the World to Come (4-hour workshop).

Moved & 2nd motion – A. Fidel

Opposed: None

Abstained: None

All Approved- Motion carried

Civics for the World to Come Book Study

Lauren Crowley recused herself from this discussion and vote. The quorum was not affected.

This study will expand on the topic of civic readiness and engage teachers in a professional book study of the text *Civics for the World to Come: Committing to Democracy in Every Classroom*, by Nicole Mirra. There will be 8 virtual hours of Book Study on Zoom, and 3 asynchronous hours.

Motion to (M. Bradish): Approve funding for Civics for the World to Come (15-hour course with 4-hour workshop + 8-hour book study + 3 asynchronous hours).

Moved & 2nd motion – D. Martuge

Recused: Lauren Crowley

Opposed: None

Abstained: None

All Approved- Motion carried

Lauren returned for the remainder of the meeting.

Discussion about Consultant Budget

The Policy Board discussed and agreed to engage AJ Harper, Hilary Maag, Helene Alalouf, and Nicole Mirra with the remaining funds from our District budget (not grant funds).

Discussion about Repeated Offerings

The Board discussed courses which have been particularly well attended and wondered if we should offer them again this year. We decided to create an interest form and gather information about courses our teachers would like to see offered again. This form will list our offerings this year and last year, and we will use this information to make decisions at our next meeting.

Emergent Bilingual: Yolanda Rodriguez

Yolanda came to speak with us about her vision for a 3-part series which involves teachers and Dual Language coaches. In this series, teachers will be investigating assessment and progress monitoring, trying strategies out to see what is most effective and efficient for our multilingual learners. We discussed the possibility of making the videos and resources from the Emergent Bilingual course available to district personnel. Yolanda also would like to see suggested readings and resources for supported discussions about our multilingual students' needs available for faculty and staff. The Board would like to collaborate and support the needs in this area. She will be submitting a proposal soon for a course addressing the Science of Reading for ELL students.

Mental Health Panel Discussion

Paula Santa-Donato, a member of our Policy Board, led the group in a discussion about mental health in our classrooms. She is serving as a consultant as part of a panel/round table discussion to identify issues and concerns. Members of the Board shared their observations

and concerns regarding the mental health and wellbeing of our students. Some of what we discussed:

- Learning seems to be in the way of “real life” for our students
- Socializing is happening online
- Phones are causing in-school issues while out of school
- Anxiety is increasing
- Students are visibly tired
- Dysregulation
- Sadness
- Needing coping strategies
- Inappropriate images and videos are causing confusion for some
- There is a need for immediate gratification/feedback

The Board is interested in learning more about how we can help share information about how smartphones are changing our brains. This is certainly an ongoing concern for our teachers and students.

Needs Assessment

We revisited the Needs Assessment, which had 242 respondents. We have largely met the needs expressed by our teachers last year through our programming this year. Some areas we would like to continue to support in the remaining months this year: ENL Strategies, SEL, and Diversity and Equity.

Workplan Matrix

Lauren shared an overview of the courses we have offered this year and how they will fill in our Workplan Matrix for our End of Year report. We have some ideas for next year already, including UDL for elementary and secondary, continued ENL strategies, Fostering Efficient and Supportive Teams with Structures (Co-Teaching Strategies), and Reading and Understanding Data from Assessments. We will begin reaching out to potential facilitators soon. The members of the Policy Board were asked to think about colleagues who might be leaders in these areas.

Professional Book Studies

Annie shared some resources about Professional Book Studies and protocols others have used. We worked in small groups to review these resources and share our impressions. We discussed the SDC's expectations of a PBS and agreed that the study is not the reading of the book, but what happens around the reading/discussing with others and application of new learning. Annie will create a flyer to invite our professional colleagues in White Plains to propose and facilitate a book study if they have a text (or collection) in mind.

Carmen King

SDC professional learning facilitator and district teacher Carmen King joined the Policy Board to share her experiences in her role as facilitator of several Science Education courses in the past few years. She'll be retiring at the end of this year. Carmen shared ideas about what worked well for her in her courses; she wanted us to know that being flexible for our teachers by offering some virtual opportunities has expanded our impact on our teachers. This has made participating in professional learning possible for some for whom it has been a scheduling challenge in the past. She hopes others will follow her lead in becoming active leaders and supporters of one another as we continually aim to grow in our practice. She also gave us a list of district teachers who participated in the Mercy College collaboration,

Wipro Reimagined, and encouraged us to contact them and see if they would lead courses for the SDC in the areas of Science and STEM/STEAM. The Policy Board thanked Carmen for being such a vibrant part of our faculty at the SDC, and for contributing to her colleagues with so much of herself.

Vote to move \$700 from Grant Professional salaries to Purchase services

Motion to (S. Chetcuti): move \$700 from Grant Professional salaries to Purchase services.

Moved & 2nd motion – D. Martuge

Opposed: None

Abstained: None

All Approved- Motion carried

Motion to (L. Casalino): adjourn meeting at 3:00 pm

Moved & 2nd motion – A. Fidel

Opposed: None

Abstained: None

All Approved- Motion carried

Minutes submitted by Annie Hovis-Williams