

Meeting minutes (Jan)

Tuesday, September 24, 2024 2:58 PM



West Irondequoit Teaching Learning Center

Policy Board Meeting

January 30, 2025

In person location for the TLC at 45 Cooper Road Rochester, NY

The meeting was called to order by C. Young at 3:33pm

Minutes recorded by: Sarah Putman

In attendance (at TLC): Michelle Flood, Casey Wagner, Taylor Lanham, Julie Pfenninger, Meg Steckley, Maureen Elliott, MaryAlice Behrens, Andrea Koppen, Sarah Putman, Janine Sciarabba, Rebecca Todd, Nadine Avallone, Christina Miga, Steve Johnson,

Absent: Melissa Bohrer, Julie Tucker, Anthony Reale, Kate Copeland, Leighann Szmania, Melissa Pollet-Swidorski, Tamara Wall,

Others Present: Cecilia Young, TLC Director

Topics:

Warm Welcome

Welcome to our newest members:



Welcome to our newest
members

Andrea Koppen replacing Corey Kurz
Sarah Putman replacing Maria Behnke
Nadine Avallone replacing Michelle Flood

1. Old Business: (Quorum is 11 members, not including Cecilia)

The quorum **is**/ is not (highlight one) present.

Minutes to October 2024 meeting

Motion to approve: Casey Wagner

Second: Michelle Flood

All in favor: Yes

Motion carried/ not carried

2. Director's update

1. Budget

Updates on all codes shared. More presenters wanting to share and additional funds needed to cover mileage cost changes so budget transfer required (under \$1000 so no FS-10A)

Date: 1/30/2025

Amount	From (Budget Code)	To (Budget Code)	<i>For use of Treasurer</i>	
			General Journal #	Date
286	F-TLC25~-2110-400	F-TLC25~-2110-460		
378.5	F-TLC25~-2110-400	F-TLC25~-2110-450		
175.5	F-TLC25~-2110-400	F-TLC25~-2110-150		

Explanation:

There are extra funds in code 400 due to conference costs being less & sending fewer people. Funds are needed in code 460 (travel)

to pay for increased mileage (2 people drove to Lake George and 1 person attended conference in Syracuse, budget was originally for conference

location in Rochester which was incorrect). \$175.5 is going to pay for 2.25 additional hours of professional learning provided by our facilitators into code 150.

The additional \$378.5 is going into supplies (450) to pay for additional books for book studies, PLCs and the TLC library.

Motion to approve budget transfer as described in powerpoint (see above image):
Michelle Flood

Second: Maureen Elliott

All in favor: Yes

Motion carried/ not carried

2. Upcoming sessions- 13 different sessions shared

Discussion about PIRI sessions as there was a large portion of our funds that went towards this learning opportunity. Board members asked that the director send out a separate email from the newsletter advertising the opportunities (and how it would be 8 hours towards the 12 to get the level 3 CTLE payment from the district) AND a flyer in the buildings.

Spring needs assessment- questions reviewed by policy board in small groups. Recommendations shared out with large group and changes will be made by director before end of February when faculty will complete at faculty meetings. Tas will be given a separate email AND opportunity to complete on paper (if they prefer).

What is a teacher center- many new members of the Policy Board (and some older who hadn't seen the "what is a teacher center" and their role on the board.

Program evaluation- what is it, why should we conduct it and how is it different than research.

Meeting ended at 4:36pm when 5 people had to leave for other commitments and

quorum was no longer present.

Motion to adjourn –

Second by –

All in favor:

Motion carried/ not carried