

Meeting minutes (October)

Tuesday, September 24, 2024

2:57 PM



West Irondequoit Teaching Learning Center

Policy Board Meeting

October 3, 2024

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

The meeting was called to order by C. Young at 3:35 p.m.

Minutes recorded by: Steve Johnson

In attendance (at TLC): Steve Johnson, Melissa Pollet-Swidorski, Michelle Flood, Casey Wagner, Taylor Lanham, Christina Miga, Leighann Szmania, Julie Pfenninger, Melissa Bohrer, Julie Tucker, Tamara Wall, Meg Steckley

Absent: Janine Sciarabba, Anthony Reale, Rebecca Todd, Maureen Elliot, Corey Kurz, MaryAlice Behrens, Kate Copeland, Maria Behnke, Nadine Avallone

Others Present: Cecilia Young, TLC Director

Topics:

Warm Welcome

Welcome to our newest members:

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members

- Ms. Melissa Bohrer replacing Ms. Courtney Shouse
- Ms. Tamara Wall replacing Mr. Matthew Sullivan
- Michelle Flood replacing Juli Westrich
- Leighann Szmania replacing Jen Bonfanti
- Julie Huntsinger-Tucker replacing Josh Desilet

1. Old Business: (Quorum is _11_ members, not including Cecilia)

The quorum is present.

Minutes to May 2024 meeting

Motion to approve: Melissa Swidorski

Second: Casey Wagner

All in favor: yes

Motion carried

Motion to Appoint Steve to remain Policy Board Chairperson: Michelle Flood

Second: Chrissy Miga

All in favor: yes

Motion carried

2. Director's update

1. WICSD Blueprint & TLC Grant updates

- District support for the following areas:
- LETRS training
- Addressing Sensitive Content in the Classroom
- Standards-Based Grading
- Restorative Practices

2. Salaries for professional staff- key areas

- Pineapple learning walks
- PLCs
- Standards based grading
- Shareouts from NYSCATE Conference
- Program instructors for technology/6Cs/innovative teaching practices
- Restorative practices- you approved use of funds for PIRI presentations (5, 2 hour sessions). Was put into the wrong code so we need an FS-10A

SUBTOTAL	EXPLANATION (Provide same detail as required in FS-10 Budget)	SUBTOTAL INCREASE	SUBTOTAL DECREASE
15 - Professional Salaries	These funds were designated for restorative practices to have 5 events at 2 hours each, but when the grant was written this amount was put into the incorrect code. We will be working with the outside vendor so it needs to be moved to purchased services.		\$3,250
16 - Support Staff Salaries			
40 - Purchased Services	These funds are going to be used to pay PIRI (partners in restorative initiatives) for a series of 5, 2 hour long professional learning courses on restorative practices. Since PIRI is an outside vendor, the funds need to be moved to this code.	\$3,250	
FS-10A (Amendment)			
Total Increase or Decrease:		(+) \$ 3,250	(-) \$ 3,250
Net Increase or Decrease:		\$ 0	
Previous Budget Total:		\$ 54,085	
Proposed Amended Total:		\$ 54,085	

Motion to approve movement of funds as described on FS-10A as presented by Cecilia: Melissa Bohrer

Second: Tamara

All in favor: yes

Motion carried

3. Travel expenses

- Funds for national conference
- Cecilia & Steve to Lake George conference

4. Boces= LETRS training

5. Supplies & materials

- Books & supplies for upcoming PDs/learning opportunities
6. PLC applications
 - Encourage folks in your building to apply
 - 2 current applications
 7. Purchased services
 - 3 applications for national conferences to review today using the rating rubric & equitable selection process developed in 2022
 - Board takes 20 minutes to review/score applications
 - Cecilia will tally results and contact the applicant(s)
 8. Upcoming courses at TLC/ how to use frontline
 9. Other upcoming offerings at TLC
 10. Building reps please share with your buildings
 - You're the Frontline ambassador
 11. 2023-24 recap
 12. Professional Library- loaning possible with latter 3
 - Can still access Gale digital library
 - Physical library almost 800 books!
 - Ozobots
 - Breakout EDU boxes
 13. Program evaluation share out from Cecilia's PD experience in Greece last week
 - 5 phases of program evaluation
 14. What PL do you want as a policy board
 - Program evaluation & tie-in to district needs assessment
 - Equity challenge so building reps can "sell" to colleagues
 - More info about inner workings of the TLC
 - Student transition back from suspension
 - Restorative work with teachers/student
 - How can teachers best support these students and repair/rebuild relationships for student success
 15. Description of NYS open meeting law
 - Dos and Don'ts

Meeting ended at 4:45 when 2 people had to leave for other commitments and quorum was no longer present.

Motion to adjourn – no motion needed because no quorum present

Second by –

All in favor:

Motion carried/ not carried