

Whitesboro Teacher Resource Center
Policy Board Minutes
January 30, 2024

Members Present:

Cynthia Beattie, Rebecca Burkdorf, Kelly Chevrier, Stephen Costanza, Christine Egert, Holly Kulawy, Andrew Massoud, Lori Myer, Lisa O'Connell, Francesca Ryan, Lisa Shaffer, Kelly Smith, Dawn Zielenski

Voting Members Present:

13

Members Absent:

Samantha Dell'Anno, Teale LaBarbera, Cheryl Partyka LaValley, Michele Martin, Shawna Papale, David Russo, Ron Sarner, Sue Ellen Williams

Others Present (non-voting):

Marysue Andrews

1. **CALL TO ORDER:** Kelly Smith, Chairperson. 4:07 p.m.
2. **QUORUM CHECK:** Yes
3. **PUBLIC COMMENT:** None
4. **READING AND APPROVAL OF MINUTES:** from October 24, 2023
Motion to approve: Cindy Beattie *Second:* Lisa Shaffer
In Favor: All *Opposed:* None *Status:* Approved
5. **DIRECTOR'S REPORT:** Marysue Andrews

A.) Teacher Center Usage:

month	# of users
July 2023	0
August 2023	29
September 2023	39
October 2023	12
November 2023	7
December	13
January	3
Total	118

B.) Eastern Upstate Meeting Updates:

What is Whitesboro doing for 'The Science of Reading'? At the elementary level we have incorporated Foundations and the Into Reading Program. The high school and middle school are also looking into how they can incorporate the basics at their level.

Boces is currently offering a workshop titled 'The Science of Reading' in March. We could look into who is presenting at that workshop.

C.) TC2DN Technology Committee: – Sue Ellen Williams

High school and middle school are looking for information and professional development on AI.

How to use it in the classroom? What policies should a district have for AI? How to prevent students from using AI for classwork? Lisa O'Connell knows someone who is hosting Chat Gpt and she will inquire if they would be willing to host for Whitesboro.

6. **BUDGET REPORT:**

<u>Code:</u>	<u>Budgeted</u>	<u>Allocated</u>	<u>Balance</u>
Code 150 -Professional Staff	\$25,580.00	\$15,140.00	\$10,440.00
Code 400-Purchased Services	\$5,549.00	\$0.00	\$5,549.00
Code 450- Supplies and Materials	\$9,425.00	\$6,480.45	\$2944.55
Code 460 – Travel Expenses	\$470.00	\$200.98	\$269.02
Code 800 – Employee Benefits	\$1,278.00	\$1,278.00	\$0
TOTALS:	\$42,302.00	\$23,099.43	\$19,202.57

Motion to approve: Lisa O'Connell
In Favor: All

Second: Holly Kulawy
Opposed: None

Status: Approved

7. **OLD BUSINESS:**

A.) Workshop Survey

B.) Subcommittee Review - Marysue is looking for discussion regarding getting in-house instructors all together or completing a survey to discuss asynchronous book studies vs. in-person. Instructors in the room agreed it would be a good idea and that hearing from the instructors is important. It was agreed that a Zoom would be appropriate and perhaps providing the questions ahead of time would help instructors be better prepared for the discussion. Kelly said addressing participant concerns is still being worked on. Professional development should be something that benefits our students and isn't just about people getting credit. The survey previously being worked on is still in the works. Changes will be presented by policy board members to staff.

C.) Deb Prue Scholarship - Week of February 12-16, 2024. An email will be sent soon.

8. **NEW BUSINESS:** Kelly sent the CPR survey and results were forward to Joe Mueller. Kelly hasn't heard from him to date.

9. **PUBLIC COMMENT:** None

10. **ADJOURNMENT:**

Motion to Approve: Lisa O'Connell *Second:* Andrew Massoud
Time: 4:32 p.m.

Status: Approved

Minutes were approved by WTCPB on 3/17/24