

# Whitesboro Teacher Resource Center

## Meeting Minutes

Tuesday, March 18, 2025

Members Present: Rebecca Burkdorf, Kelly Chevrier, Stephen Costanza, Samantha Hula, Christine Egert, Holly Kulawy, Cheryl Partyka LaValley, Michele Martin, Lori Meyer, Lisa O'Connell, David Russo, Fallon Russo, Francesca Ryan, Lisa Shaffer, Kelly Smith, Dawn Zielenski

Teacher Members Present: 13

Members Absent: Cynthia Beattie, Shawn Casler, Teale LaBarbara, Shawna Papale, Ron Sarner, Sue Ellen Williams

Others Present: (non-voting) Marysue Andrews

1. **CALL TO ORDER:** Kelly Smith, Chairperson - 4:01 p.m.
2. **QUORUM CHECK:** Yes
3. **PUBLIC COMMENT:** None
4. **READING AND APPROVAL OF MINUTES:** from October 29, 2024  
*Motion to approve:* Christine Egert                      *Second:* Lisa O'Connell  
*In Favor:* All    *Opposed:* None    *Status:* Approved
5. **DIRECTOR'S REPORT:** – Marysue Andrews

A.) Teacher Center Usage:

month	# of users
July 2024	0
August 2024	39
September 2024	35
October 2024	16
November 2024	15
December 2024	12
January 2025	10
February	12
<b>Total</b>	<b>140</b>

B.) Professional Development: Marysue discussed Dr. Madden's new course and information about the NYSASCD course offerings

C.) AI courses: Marysue stated that 3 AI courses, following Adam's requirements, have run this year

- D.) Technology courses: Marysue stated that our Google trainers have provided several courses.
- E.) Eastern Upstate conference: Marysue explained that the push at these meetings continues to be AI for Teachers and The Science of Reading.
- F.) Policy Board openings: Andrew Massoud has resigned from the Teacher Resource Center Policy Board and Kelly Chevrier has put in her resignation notice effective at the end of this year. There is some interest from a few teachers.
- G.) Teacher Center Survey: A few changes were made to the survey to make it easier to analyze.
- H.) Student Teachers and CTLE hours: Mr. Russo discussed the discovery of CTLE hours being available for Cooperating Teachers (those who host student teachers). Mentors of new hires get paid by the district, so CTLE hours don't apply. Everyone present agreed to move this forward and make it effective as of January, 2025.
- H.) TC2DN Technology Committee – Sue Ellen Williams (absent; nothing to report)

6. BUDGET REPORT:

<u>Code:</u>	<u>Budgeted</u>	<u>Allocated</u>	<u>Balance</u>
Code 150 - Professional Staff	\$26,630.00	\$18,860.00	\$7,770.00
Code 400 - Purchased Services	\$4,450	\$3,475.00	\$975
Code 450- Supplies and Materials	\$9,474.00	\$5,527.14	\$3,946.86
Code 460 – Travel Expenses	\$470.00	\$0.00	\$470.00
Code 800 – Employee Benefits	\$1,278.00	\$1,278.00	\$0
<b>TOTALS:</b>	<b>\$42,302.00</b>	<b>\$29,140.14</b>	<b>\$13,161.86</b>

*Motion to approve:* Dave Russo                      *Second:* Samantha Hula  
*In Favor:* All    *Opposed:* None                      *Status:* Approved

7. OLD BUSINESS:

- A.) Additional evaluation on TC website (an email from Marysue will be sent soon)
- B.) Deb Pru Scholarship donations brought in \$1,528 for the scholarship fund

8. NEW BUSINESS:

- A.) Recommendation to move \$1,000 from budget code 450 to budget code 150 for additional professional development.

*Motion to approve:* Dawn Zielenski                      *Second:* Holly Kulawy  
*In Favor:* All    *Opposed:* None                      *Status:* Approved

9. PUBLIC COMMENT: None

10. ADJOURNMENT: 4:30 p.m.

*Motion to approve:* Christine Egert                      *Second:* Lisa Shaffer  
*In Favor:* All    *Opposed:* None                      *Status:* Approved