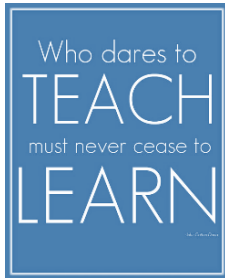




Staff Development Center

350 Main St, WP, NY 10601

914-422-2438



Staff Development Team (Policy Board)

January 16, 2025

8:00 am - 3:00 pm

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

- Vincent van Gogh

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Agenda Item	Planned Format/Outcome	Discussion Lead	Allotted Time
Opening/Welcome/Introduction of New PB Members	Call to Open Meeting, Group Greeting,	Rhoda	3 minutes
Approval of Minutes and Agenda Overview	Overview/Discussion	All	10 minutes
Budget Update	Explanation/Overview	Monica	5 minutes
Course Proposals - Civically Engaged Classrooms (Gr. 3-12) - Learning Science & ELA through Writing (K-2) - Learning Science & ELA through Writing (3-5) - ASL 2 - Espanol for Educators 1 (new section) - Espanol for Educators Part 2 (new course)	Discussion, Motion, Second, Vote	Annie & Lauren	30 minutes
10 County Conference	Presentation	Kathy	10 minutes
Course Evaluations	Discussion, Motion, Second, Vote	All	30 minutes
	15 MINUTE BREAK		
Workplan Matrix Alignment Activity	Explanation/Activity	All	50 minutes
Consultants Discussion - Equity and Diversity - SEL - Book Studies with Texts - PBL/Experiential Learning - Critical Literacy	Discussion and Brainstorm	Lauren/All	50 minutes

Thank you to all our Policy Board Members!

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

• Next Gen Science • ENL Support • Teacher Wellness			
Mentor Update	Presentation	Colleen Torres	15 minutes
	LUNCH		30 minutes
Professional Learning	Presentation	Donna	30 minutes
Professional Learning	Presentation	Rachel	30 minutes
2025-26 Continuation App Crosswak	Discussion	All	30 minutes
BREAK – 15 MINUTES			
Advertising and Visibility Discussion	Presentation/Discussion	All	45 minutes
Closing	Motion, Second, Vote to Adjourn	Rhoda	1 minute

Thank you to all our Policy Board Members!

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The Staff Development Center

350 Main Street, White Plains, New York 10601 Tel: 914-422-2438

Staff Development Center

Policy Board Meeting Minutes: Thursday, October 24, 2024
8:00 am – 3:00 pm @ Room 123, Eastview Campus

Board Members:

Teachers Present: Rhoda Havis, Donna Martuge, Joan Cruz, Toni Marie Amato, Grizel Marquez, Lauren Casalino, Brooke Kunze, Rachel Miller, Lisa Vushaj, Chad Allen, Amy Estersohn, Ray Drach

Others Present: Dr. Kimberly Crawford, Debbie Hand, DR. Kathy Barpoulis, Jerusha Beckerman, Monica Alvarez

Absent: Michael Eaton, Paula Santa-Donato, Jeanette Castilla,

Others Present (non-voting): Lauren Crowley & Annie Hovis-Williams (Co-Directors)

Quorum present: Yes

Rhoda called the meeting to order at 8:07 am, when a quorum was reached. The Board reviewed our meeting norms and agreed to adopt them for the meeting.

Lauren gave an overview of the agenda and introduced a Padlet for members to use if they have thoughts to contribute during the meeting. A focus for the meeting is to be cognizant of Equity of Voice, as this emerged as an area of need in our previous meeting evaluations. This tool is intended to provide those who feel more comfortable sharing digitally, or quietly, an avenue for their active participation.

After a check-in activity, the Board began to move through the meeting agenda.

Review of September Meeting Minutes

A few minor formatting changes were made.

Motion to (R. Drach): accept the September Meeting Minutes.

Moved & 2nd motion – R. Miller

Opposed: None

Abstained: J. Havis, D. Martuge, K. Crawford

All Approved- Motion carried

Budget Update

Monica shared the budget report. The Board discussed our current plans and determined that using the projected numbers, we are on track for spending so far this year. In

Professional Salaries, we have \$16,800 remaining, with several courses running or about to begin. The Board noted that projected Participant Stipends have already been spent as of this meeting. Lauren shared some data analysis that highlighted notable increases in staff participation (up 55%), the number of MA + 60 participants (up 50%), and total course and workshop offerings (up 82% since 2021-2022). The SDC has also reduced its reliance on outside consultants this year, increased our travel budget, and maintained our significant support of the Mentor Program in the district.

Course Updates and Evaluations

Annie shared a presentation to share evaluation data from the Summer and Fall course offerings so far. The following courses were reviewed:

- Bringing the IEP to Life
- Visible Thinking Routines
- The Reading Comprehension Blueprint: Book Study
- ASL: Part 2
- Embracing Neurodiversity
- Transformational Core Messages: Supporting Writers through Workshop Routines and Structured Feedback
- Espanol for Educators
- ASL: Creating and Inclusive Environment in Your Classroom
- Choosing Our Words

The Board discussed each offering and shared feedback. There were many positive comments by participants. Many expressed their appreciation for the flexibility of access to virtual coursework during the summer. All evaluations are shared with the instructors; during our Instructor Orientation we encourage facilitators to use course and workshop feedback to adjust and revise as needed.

Course and Workshop Proposals

Repeated Sections:

The Policy Board decided to offer the following courses as repeated sections.

Annie recused herself from discussion and we maintained a quorum.

Motion to (L. Casalino) approve funding for Choosing Our Words, K-12 15-hour course (in person)

Moved and 2nd Motion – J. Beckerman

Opposed: none

Abstained: none

All Approved – Motion carried

Annie returned to the meeting.

Motion to (R. Miller) approve funding for Behavior Management, K-12 15-hour course (virtual and asynchronous)

Moved and 2nd Motion – J. Havis

Opposed: none

Abstained: none

All Approved – Motion carried

Motion to (J. Beckerman) approve funding for Embracing Neurodiversity, K-12 15-hour course (virtual and asynchronous)

Moved and 2nd Motion – B. Kunze

Opposed: none

Abstained: none

All Approved – Motion carried

Motion to (T. Amato) approve funding for Bringing the IEP to Life, K-12 15-hour course (virtual and asynchronous)

Moved and 2nd Motion – L. Vushaj

Opposed: none

Abstained: none

All Approved – Motion carried

Amy recused herself from discussion and we maintained a quorum.

Motion to (C. Allen) approve funding for Vocabulary Instruction for Today's Classroom, K-12 15-hour course (in person)

Moved and 2nd Motion – G. Marquez

Opposed: none

Abstained: none

All Approved – Motion carried

Amy returned to the meeting.

Motion to (K. Crawford) approve funding for ASL Part 2, K-12 15-hour course (virtual and asynchronous)

Moved and 2nd Motion – D. Martuge

Opposed: none

Abstained: none

All Approved – Motion carried

Chad recused himself from discussion and we maintained a quorum.

Motion to (T. Amato) approve funding for Woodworking: Project-Based Learning, K-12 15-hour course (in person)

Moved and 2nd Motion – L. Casalino

Opposed: none

Abstained: none

All Approved – Motion carried

Chad returned to the meeting.

New Course Proposals:

Motion to (C. Allen) approve funding for Teaching Climate Change Across Contents K-12 15-hour course (in person & asynchronous)

Moved and 2nd motion – L. Vushaj

Opposed: None

Abstained: None

All Approved – Motion carried

Motion to (J. Cruz) approve funding for Gratitude Journaling, Mindful Practices to Promote Reflection K-12 15-hour course (in person)

Moved and 2nd motion – K. Crawford

Opposed: None

Abstained: None

All Approved – Motion carried

Professional Learning

Lauren led the Policy Board in a presentation of AI and practical applications for anyone—teachers, students, TAs and others. She shared several easy-to-use platforms and gave examples of how to explore their use. The Board was able to engage in ideas they could apply with students such as Play Lab, Speechify, and Notebook LM (which creates a podcast for you), as well as others. The Board members had a rich discussion about showing our students the possibilities and potential benefits of generative and creative AI tools.

Upcoming Conference Opportunity

Rue shared information about an upcoming conference at Sarah Lawrence College through the Child Development Institute. The event is to be held on 11/15 and 11/16. It is a public event and offers featured speakers and workshops for a \$50 fee. The SDC will share this information with the faculty and staff in our district.

Lower Hudson Teacher Center Network Updates

Annie and Lauren shared highlights from their recent meeting with the LHTCN. The Network has allotted funds for the Teacher Center Directors to engage in workshops and courses with the outcome of turn-keying this information within the Network. They also shared highlights from their attendance at the Fall Focus meeting in Lake George. A major focus of the conference was the topic of AI in the classroom. Monica Burns, author of Ed Tech Essentials, was the keynote speaker. Teacher Center Directors engaged in trying out tools such as Adobe Firefly, Canva Magic Media, DIFFIT, Magic School, Conker, and Brisk Teaching. The Policy Board is interested in more offerings to help teachers become more comfortable and proficient using AI to support their work in planning, creating lessons, and facilitating with students.

Visual Thinking Strategies

Annie shared information she learned at the Fall Focus event by facilitating a Visual Thinking Strategies lesson with the members of the Policy Board. This strategy is grounded in art and lends itself to open-ended inquiry and accommodates multiple interpretations. Different perspectives are revealed as participants share their own lenses and experiences. The approach validates each person's contribution and builds empathy within groups.

Discussion: Asynchronous Time

Lauren and Annie led the Policy Board in a discussion to consider asynchronous time in courses going forward. The Board shared their observations regarding participation in courses with asynchronous assignments. The consensus was that during Covid it made sense to break up the long hours of virtual online screen time, but now it seems to be time to return to in-person and synchronous coursework. The Board agreed that asynchronous hours would no longer be considered in any new course proposals. Courses that are running or scheduled to run which include asynchronous hours will be offered as they are, but we will not be continuing this practice in new courses.

10-County Math Conference

This Spring, the 10-County Math Conference will be holding its 50th Conference, and Kathy Barpoulis has invited the SDC to co-sponsor the event by hosting it in White Plains. We will be working with the Rockland Teachers Center to host 200-225 teachers (or so) at this gathering of speakers, facilitators, and vendors. There will be several presenters from our own faculty in White Plains. More to come about this...

Motion to (J. Havis) adjourn meeting at 2:38 pm.

Moved and 2nd motion – C. Allen

Opposed: None

Abstained: None

All Approved: Motion carried

Minutes submitted by Annie Hovis-Williams, Co-Director