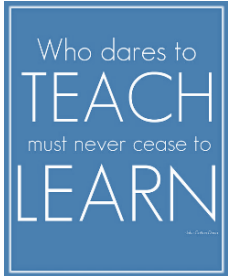




Staff Development Center

350 Main St, WP, NY 10601

914-422-2438



Staff Development Team (Policy Board)

April 3, 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
Welcome	Meeting Opening	Annie & Lauren	12 minutes
Revisit Norms	Overview/Discussion	Rhoda	5 minutes
Meeting Minutes	Motion, Second, Vote	All	10 minutes
Budget Update	Explanation/Overview	Monica	10 minutes
Bylaws Revision	Motion, Second, Vote	All	30 minutes
Compensation Proposal	Presentation, Discussion, Motion, Second, Vote	Lauren	45 minutes
Needs Assessment	Sharing Results	Rhoda	30 minutes
	BREAK		10 minutes
Course Proposals	Motion, Second, Vote	All	55 minutes
Course Evaluations	Information Share		30 minutes
Approval of Work Plan Matrix	Discussion, Motion, Second, Vote	All	30 minutes
	LUNCH		30 minutes
FS-10 Overview	Discussion, Motion, Second, Vote	All	20 minutes
Instructional Technology	Presentation and Discussion	Rocco Varuolo	60 minutes
AI Summit Planning	Discussion	Rocco & All	20 minutes
WPTA Updates	Information Share	All	5 minutes
Meeting Evaluation	Assessment of our Progress as a Team	All	5 minutes
Closing	Motion, Second, Vote	All	2 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



The Staff Development Center

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

Staff Development Center

Policy Board Meeting Minutes: Thursday, March 13, 2025

3:45- 5:15 pm @ Rm 123 Eastview Campus

Board Members:

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

Others Present: Annie Hovis-Williams, Lauren Crowley, Dr. Kimberly Crawford, Dr. Kathy Barpoulis, Paula Santo-Donato, Jerusha Beckerman, Monica Alvarez

Absent: Rhoda Havis (Chair), Michael Eaton, Dr. Debbie Hand, Joey Havis, Jeannette Castilla, Grizel Marquez

Others Present (non-voting): Lauren Crowley (Co-Director), Annie Hovis-Williams (Co-Director)

Quorum present: Yes

Annie called the meeting to order at 3:48 pm

Rhoda missed this meeting, so Annie served as the Chair for the afternoon.

Budget Report

Monica shared the current budget information with the Policy Board. After the cancellation of two courses due to low enrollment, the grant has enough funds left to support two instructor stipends for the important LETRS course that elementary teachers are currently taking to support their understanding of the Science of Reading. The Board voted to support this important work for teachers.

Motion (C. Allen): motion to fund one instructor stipends for LETRS 1

Moved & 2nd motion – R. Miller

Opposed: None

Abstained: None

All Approved- Motion carried

Motion (D. Martuge): motion to fund one instructor stipends for LETRS 2

Moved & 2nd motion – T. Amato

Opposed: None

Abstained: None

All Approved- Motion carried

Course Proposals

Welcoming Newcomer Students to the Classroom (2-hour workshop)

Motion (L. Casalino): motion to fund this two-hour workshop

Moved & 2nd motion – L. Vushaj

Opposed: None

Abstained: None

All Approved- Motion carried

SEED and Re-SEED

The Policy Board received proposals to offer SEED and Re-SEED for the district faculty and staff. Because the instructors are former (retired) employees of the district, the Board had questions about whether this would be an in-district facilitator or a consultant. The question of professional liability for in-person professional learning must be answered before we can proceed. The Board will investigate these questions and revisit the proposals next month once we know more.

Course Evaluations

Lauren shared recent evaluations, all positive, from Choosing Our Words, Woodworking, Espanol for Educators, and Teaching Climate Change.

Course Development Compensation

In an effort to increase the overall compensation for developing and facilitating a course, the Staff Development Center is exploring options to compensate instructors for their planning and content development. Lauren led the Policy Board in a discussion about the possibilities. The Board expressed their unanimous support for the idea, and more details will be discussed at our all-day meeting in April. We will look at scenarios and how they would impact our budget, ability to engage the services of consultants, and how many courses we could support.

Policy Board Composition

At the end of this year, the Policy Board will have two vacancies to fill. These vacancies will be created by the end of two members' terms. The two members, Rachel Miller of Highlands Middle School and Chad Allen of White Plains High School, shared that they have some possible replacements in mind. We thanked them for their service on our Policy Board, as they will certainly be missed! The Board also noted that there will be nine spots to fill at the end of 2026. We will need to be thinking about that right away in the fall.

NYSUT Special Committees Conference

Annie shared information about her recent trip to Albany representing our center at the NYSUT Headquarters. There, she met with other Teacher Center directors, and discussed some new changes at the state level to graduation requirements, teacher certification processes, and new plans for a Science of Reading course through NYSUT. More information

will be coming about the course, which will be free for all educators once the pilot period has elapsed, and facilitation trials are completed.

Adjournment

Motion(D. Martuge): motion to adjourn at 5:08 pm.

Moved & 2nd motion – J. Beckerman

Opposed: None

Abstained: None

All Approved- Motion carried