Waterloo Teachers' Resource Center
Waterloo High School Room B216
96 Stark Street, Waterloo, NY 13165
315-539-5454 (internal calls Ext. 4182)
wtrc@waterloocsd.org
Sandy Ahart and Kristen O'Connell, Co-Directors

# Agenda

May 20, 2025 4:00 PM - 5:00 PM

1. Welcome – Russ Gillan

2. Approval of minutes from April 8, 2025– Russ Gillan
   Click the link for the minutes:

   Waterloo Teachers' Resource Center (Home - Waterloo Central School District (waterloocsd.org)

   Motion to approve_____

   Seconded by _____

   Passed_____

3. Budget and FS10 A Update – Kristen O'Connell and Sandy Ahart
   Have we received notification of approval by Grants and Finance?

4. Update on Professional Development sessions – Kristen O'Connell

5. Chairperson's term expiring on June 30, 2025 – Russ Gillan
   Discussion and voting for new chairperson for term to expire

**A. Officers: Chairperson(s)**

**1. Selection:**

- Shall be a teacher member of the Policy Board.
- Elected to a minimum of a three-year term.

**2. Duties:**

- Preside at all meetings of the Policy Board.
- Prepare for issuance an agenda for meetings with input from the Co- Directors.
- Call special meetings of the Policy Board.
- Maintain a liaison relationship regarding matters of policy withthe Central Administrative Staff of the Waterloo Central School District.
- Serve as spokesperson for the Policy Board.
- Recruit members of committees.
- Appoint an alternate to act in the absence of chairperson(s).
- Disseminate the annual report on WTRC activities for theSuperintendent, Board of Education, WEA, and the Policy Board as prepared by the Co-Directors.

Review the annual budget based on grant guidelines in conjunction with the Co-Directors. A copy of the budget shall be submitted to the Business Office within one month after grant approval has been received.
Motion to nominate _____ made by _____

Seconded by _____

Passed_____

6. Review of By-Laws Russ Gillan
   Review
   Voting to approve

7. Continuation Grant Application and Budget – Sandy Ahart and Kristen O'Connell
   Review
   Voting

8. Other: Russ Gillan

9. Set next meeting date: Russ Gillan

10. Meeting Adjourned

Motion to approve_____

Seconded by _____

Passed_____