

Meeting minutes

Thursday, September 18, 2025 1:10 PM



West Irondequoit Teaching Learning Center

Policy Board Meeting

November, 6, 2025

In person location for the TLC at 45 Cooper Road Rochester, NY

The meeting was called to order by C. Young at 3:34

Minutes recorded by: Steve Johnson

In attendance (at TLC): Steve Johnson, Michelle Flood, Christina Miga, Julie Pfenninger, Meg Steckley, Kathryn Copeland, Victoria Bournival, Marilyn Deignan, Julie Wolf, Andrea Koppen, Tami Graham, Sarah Putman, Casey Wagner

Absent: Melissa Pollet-Swidorski, Haley Brunstad, Katie Beck, Janine Sciarabba, Andrea Chervenak, Leighann Szmania, Cassie Coley,

Others Present: Cecilia Young, TLC Director

Topics:

Warm Welcome

Welcome to our newest members:

- 1. Old Business:** (Quorum is _11_ members, not including Cecilia)

The quorum is or is not present. (bold/ highlight one please)

Minutes to approve- September 2025

Motion to approve: Vicky Bournival

Second: Casey_____

All in favor: __yes_____

All opposed: __none_____

All abstain: __none_____

Motion carried/ not carried **(bold/ highlight one please)**

2. Director's update

Budget Transfer to get Education Week subscription & authorize Cecilia to make budget transfer (if needed) to travel code

Motion to approve: Michelle_____

Second: Vicky_____

All in favor: yes_____

All opposed: __none_____

All abstain: __none_____

Motion carried/ not carried **(bold/ highlight one please)**

Fall Forum updates from Cecilia

- Cecilia shared details about workshops she attended
- Steve will share details on workshops he attended next meeting

PBL

- 3 people attended online conference
- 1 currently running a PBL PLC

Executive Functioning

- Asynchronous course for TA's on Superintendent Conf. Day
- 4 upcoming TLC workshops focused on Executive Functioning
- 2 enrollees still needed for Intention to Action workshop
- No one yet enrolled in Executive Functioning in Action Series
- Ideas to boost enrollment
 - Announcements at faculty & department meetings
 - Put on principal's weekly newsletter
 - Julie to announce at Governing Council

- New teacher mentors could pitch to their mentees

Cecilia reviews other upcoming TLC sessions (11 total)

Cecilia reviews "What is a Teacher Center?"

- The Stats
- State map showing regions within NYS
- Relationship/connections with NYSUT
- What we do as a TLC? Scope of Cecilia's role and the role of the Policy Board
- History of TLCs
- Policy Board composition – at least 51% teachers

Compass Points- collaborative learning about one another and how this will impact our work together.

Motion to adjourn _Meg_____ (– no motion needed because no quorum present)

Second by – Sarah

All in favor: yes

Motion carried/ not carried