

Meeting minutes

Thursday, January 30, 2025 12:45 PM



West Irondequoit Teaching Learning Center

Policy Board Meeting

March 20, 2025

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

The meeting was called to order by C. Young at 3:33pm

Minutes recorded by: Maureen Elliott

In attendance (at TLC): Michelle Flood, Casey Wagner, Taylor Lanham, Melissa Bohrer, Maureen Elliott, Andrea Koppen, **Nadine Avallone, Steve Johnson, Melissa Pollet-Swidorski, Christina Miga, Rebecca Todd,**

Absent: Janine Sciarabba, Anthony Reale, Kate Copeland, Leighann Szmania, **Julie Pfenninger,** Julie Tucker, Tamara Wall, Meg Steckley, **MaryAlice Behrens, Sarah Putman,**

Others Present: Cecilia Young, TLC Director

Topics:

Warm Welcome

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

The quorum **is**/ is not (highlight one) present.

Minutes to January 2024 meeting

Motion to approve: Melissa Boher

Second: Chrisy Miga

All in favor: Yes

2. Director's update

a. Spring symposium

- i. using AI to create course outlines**
- ii. Compass points- activity to get to know group of people who will be working together (will try next year during a Policy Board Meeting)**

b. Budget

- i. Money still in BOCES code, Professional salaries- need a few more people to sign up, supplies and materials- please send recommendations my way based on building needs (also have asked admin for recommendations)**

a. Upcoming sessions

3. Needs assessment Data review

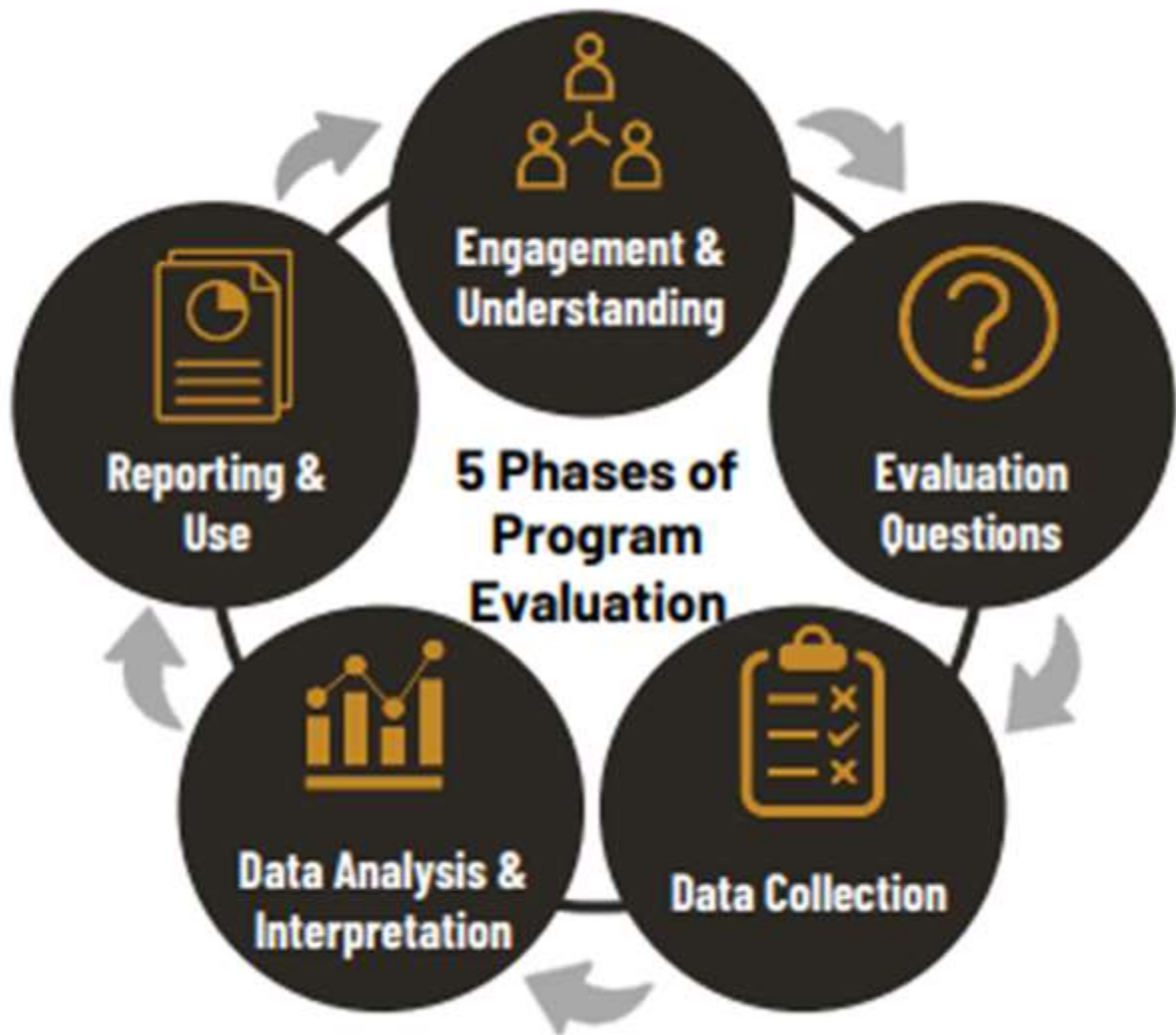
- a. Board members review the TLC Needs Assessment Data Snapshot. Each person has a Focus area handout. As you review the needs, circle areas to focus and write specific examples.
 - i. Based on the data, what professional learning topics do you feel are a priority to include in our grant?
 - ii. Any other considerations, reactions or thoughts as you reviewed the data.
 - iii. What specific PL do you see as a need (either from the needs assessment OR from the lens of your building/ role that the TLC can provide (after school/ asynchronous optional professional learning?)

4. Updates to the grant require that we send out applications for the national conference- will do tomorrow and have them due on 4/21.

5. Upcoming sessions

- 3/26 Staff wellness #1 (11 people signed up)
- 3/27 Behavior Support - Tier 1: Understanding and Applying Fundamental Behavioral Principles (6 people signed up)
- 3/31-4/12 (Asynchronous) Innovative Teaching Strategies: Blended Learning and the 6 C's (7 people signed up)
- 4/9 AND 5/7 Executive Functioning is more than having a clean desk (7 people signed up)
- 4/9 K-6 Vocabulary Strategies: You know the "why," now comes the "What" (5 people signed up)
- 4/10 PIRI (#4) Understanding My Bias and Worldviews Within a Restorative Culture (4 people signed up)
- 4/21 Using Our Digital Toolbox of Resources (6 people signed up) navigating AI (Asynchronous)
- 4/23 Updated Vocabulary Research and Best Practices in the Content Classroom (2 people signed up)—DATE CHANGED to increase participation
- 4/24 Learn-Play-Thrive Turnkey: Using Strengths-Based, Ethical, Neurodiversity-Affirming Practices to Support Students with Autism Spectrum Disorder (6 people signed up)
- 4/30 Staff wellness #2 (10 people signed up)

6. 5 phases of program evaluation- small group dive into the components and then gallery walk



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Meeting ended at ___4:30___ when ___ people had to leave for other commitments and quorum was no longer present.

Motion to adjourn –

Second by –

All in favor:

Motion carried/ not carried