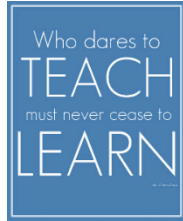




The Staff Development Center
350 Main Street, White Plains, New York 10601
Tel: 914-422-2438



SDC Policy Board Meeting
Thursday, May 14, 2026
3:45 pm – 5:15 pm

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

- Vincent van Gogh
www.megacolor.com

Agenda Item	Planned Format/Outcome	Discussion Lead	Allotted Time
Opening/Welcome	Call to Open Meeting, Group Greeting	Rhoda	5 minutes
Goals for the Day/Check-In	Overview of Norms	Annie	5 minutes
Approval of Meeting Minutes	Motion/Second/Vote	All	5 minutes
Course Updates & Evaluations	Recent Courses	Annie	10 minutes
Mentor Program Updates	Sharing Information	Annie	10 minutes
Technology Updates	Various Updates	Rocco Varuolo	20 minutes
Network Summit Updates	Planning/Discussion	Rocco	10 minutes
Policy Board Composition	Introduce New Members	Annie	5 minutes
Meeting Dates 2026-2027	Motion/Second/Vote	All	5 minutes
Closing the Year	Sharing Success	All	10 minutes
Closing & Evaluation	Motion, Second, Vote to Adjourn	Rhoda	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 Street, White Plains, New York 10601 Tel: 914-422-2438

Staff Development Center
Policy Board Meeting Minutes: Thursday, April 16, 2026
8:00 AM - 3:00 PM @ SDC Conference Room

Board Members:

Teachers Present: Rhoda Havis, Joan Cruz, Toni Marie Amato, Grizel Marquez, Brooke Kunze, Amy Estersohn, Ray Drach, Lisa Vushaj, Lauren Casalino, Kelly Debellis

Others Present: Joey Havis, Monica Alvarez, Dr. Debbie Hand, Dr. Kathy Barpoulis, Leroy Dixon, Dr. Kimberly Crawford, Kara Lyons

Absent: Paula Santa- Donato, Donna Martuge, Jeannette Castilla, Jorge Gonzalez Guillot, Jerusha Beckerman

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

Quorum present: Yes

Call to Order

Rhoda called the meeting to order at 8:08 AM.

Meeting Minutes Review

September Minutes

Concern raised regarding missing documentation of votes for course approvals and associated spending

Recommendation to:

Clarify that a single motion applied to all listed courses

Include financial totals for transparency

Motion: (M. Alvarez) moved to approve September minutes with Revisions

2nd motion: R. Drach

Opposed: None

Abstained: None

All Approved- Motion carried

January Minutes:

Minor edits noted (removal of drafting comments, formatting clarifications)

Motion: (L. Casalino) moved to approve January minutes with Revisions

2nd motion: Brooke Kunze

Opposed: None

Abstained: None

All Approved- Motion carried

March Minutes

Discussion regarding inclusion of tabled proposals

Consensus: Minutes should reflect full decision-making process, including items not approved

Motion: (J. Havis)moved to approve March minutes with Revisions

2nd motion: G. Marquez

Opposed: None

Abstained: None

All Approved- Motion carried

Budget Update

Total Grant: \$63,724

Key Updates:

Supplies: \$164 spent

Travel/Expenses: ~\$2,032 (nearly complete)

Employee Benefits: ~\$5,713 remaining (pending final payouts)

Mentor Program:

Total allocated: \$10,750

Remaining: \$7,750 (to be paid out by June)

Overall remaining funds: approximately \$14,992.06 (fully allocated)

Key Points:

Budget nearly fully expended as planned

Final adjustments will ensure minimal leftover funds

Policy Board acknowledged as decision-making body for spending

Course Proposals

1. Visible Thinking Routines (Amanda Malloy) – Repeat Course

Virtual course aligned with Harvard Graduate School framework

Strong focus on metacognition and instructional strategies

Motion: (T. Amato) moved to approve and fund VTR

2nd motion: B. Kunze

Opposed: None

Abstained: None

All Approved- Motion carried

2. Empowering Voices (Claudia Ruggiero)

Strong alignment to NYS standards noted

Concerns:

Scheduling conflicts (September timing, open houses, calendar overlap)

Participation barriers for teaching assistants

Motion: (L. Vushaj) moved to approve with note to revisit scheduling and TA access

2nd motion: K. Debellis

Opposed: None

Abstained: None

All Approved- Motion carried

3. Chair Yoga (Armen Kassabian)

Strong classroom connections (self-regulation, SEL, student engagement)

Concerns:

Scheduling (frequency and pacing)

Resource needs (e.g., equipment)

Motion: (K. Crawford) moved to approve pending scheduling adjustments

2nd motion: T. Amato

Opposed: None

Abstained: None

All Approved- Motion carried

Course Evaluations & Feedback

Highlights Across Courses:

Spin, Sculpt, Create / Ceramics / Woodworking

High engagement and demand

Strong connection to empathy and student experience

Repeated requests for continuation or advanced levels

Schoology Course (Ray & Diana)

Immediate classroom application

Increased teacher confidence with platform tools

Cultivating Calm / RISE Program (Armen Kassabian)

Strong SEL impact

Highly structured, reflective, and community-driven

Significant growth in participation

Digital Tenure Portfolio (Ashley Tomaselli)

Strong support for early-career teachers

Continued mentorship beyond course completion

Emphasis on community-building rather than guarantees

Key Discussion Themes:

Need to maintain clear classroom connections for all courses

Balance between:

Experiential learning

Direct instructional impact

Increasing importance of:

SEL

Teacher identity as learner

Transferable strategies

AI Regional Conference Planning

Overview

Date: November 14

Location: White Plains High School

Partnerships:

Instructional Technology

Rockland Teacher Center

Key Features:

Keynote Speaker: Monica Burns

Workshop Partner: AI for Education (focus on ethics)

Multiple breakout sessions and pathways

Focus Areas:

Teacher-facing AI use (not student overexposure)

Ethics, bias, and responsible implementation

Practical classroom applications

Differentiated entry points for varying comfort levels

Discussion Points:

Importance of framing AI as a tool for educators, not a replacement

Need for accessibility and inclusivity in offerings

Goal to establish this as an annual regional conference

Motion: (J. Havis) moved to fund \$1500 on Monica Burns for 1 keynote address and 2 workshops

2nd motion: L. Casalino

Opposed: None

Abstained: None

All Approved- Motion carried

Motion: (G. Marquez) moved to fund \$1500 on AI for Education with Amanda Beckerstaff for (1) 3- hour workshop

2nd motion: R. Drach

Opposed: None

Abstained: None

All Approved- Motion carried

Motion: (A. Estersohn) moved to fund \$1500 on Jerry Crisci- Closing Keynote

2nd motion: L. Vushaj

Opposed: None

Abstained: None

All Approved- Motion carried

Work Plan Matrix and FS-10

- Chose final 5 classes to highlight after creating the summer sessions
- Still looking for additional courses on executive functioning, IEPs

SUBTOTAL	CODE	PROJECT COSTS
Professional Salaries	15	\$49,450
Support Staff Salaries	16	
Purchased Services	40	\$4,500
Supplies and Materials	45	\$554
Travel Expenses	46	\$3,473
Employee Benefits	80	\$4,254
Indirect Cost	90	\$1,493
BOCES Services	49	
Minor Remodeling	30	
Equipment	20	
Grand Total		\$63,724

Motion to (T. Amato): approve the 2026-2027 FS-10

Moved & 2nd motion: B. Kunze

Opposed: None

Abstained: None

All Approved- Motion carried

Policy Board Composition

Noted: 10 members rotating off in June 2026

Request for:

Recommendations for new members

Outreach support from current board

Adjournment

Motion: (J. Cruz) moved to adjourn the SDC Policy board meeting at 1:44 pm

2nd motion – J. Havis

Opposed: None

Abstained: None

All Approved- Motion carried

Submitted by: Lauren Crowley