

# March 2022 minutes

Thursday, February 10, 2022 3:26 PM



## West Irondequoit Teaching Learning Center

Policy Board Meeting

March, 31, 2022

In person location for the TLC at 45 Cooper Road Rochester, NY (some participants present via video conference (noted in attendance below)

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

**Minutes** recorded by: Dan Fullerton director of Technology

**In attendance (at TLC):** Christine Baker-Marriage, Ann Cunningham, Steve Johnson, Jamie Wixson, Kristina Bajardi, Dan Fullerton, Maria Behncke, Katrina Arndt, MaryAlice Behrens

**In attendance through video conferencing (TEAMS):** Jim Czadzeck, Sara Edell, Darby Thompson, Christina Miga

**Absent:** Amanda Tabor, Meghan Yeatts, Nadine Avallone, Janine Sciarabba, Melissa Pollet-Swidorski, Virginia Sanderson, Margret Milne, Matt Metras,

**Others Present:** Cecilia Young, TLC Director

**Old Business:** (Quorum is 11 members, not including Cecilia)

The quorum is present.

Welcome to our newest member. (slide below presented to policy board)

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member

- Jamie Wixson – replacing Lisa Poinan from Listwood

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October Meeting minutes are presented and time for questions. No questions.

Motion to approve October meeting's minutes – Dan Fullerton \_\_\_\_\_

Second by – Christine Baker-Marriage

All in favor: unanimous. *Motion carried*

**New business:**

Changes in by-laws reviewed and time for questions. Policy Board members were sent the By-law revisions to review for a week before the meeting. No questions.

Motion to approve – Dan Fullerton

Second by – Steve Johnson

All in favor: unanimous. *Motion carried.*

Changes to make the TLC Director Job description more descriptive and include % of time spent on PLS vs Administrative presented. Description was sent to Policy Board members to review a week before the meeting. Time for questions. No questions.

Approval of updated job description of TLC Director

Motion to approve – Dan Fullerton

Second by – Jim Czadzeck

All in favor: unanimous. *Motion carried.*

Cecilia Presents proposal to:

Payment for facilitators to pay for half of their time from this year's grant, and the second half of their summer time from next year's grant funding.

Motion to approve – Katrina Arndt

Second by – Dan Fullerton

All in favor: unanimous. *Motion carried.*

Cecilia presents detailed description for FS-10A. The three below slides are from the presentation to the Policy Board.

SUBTOTAL	EXPLANATION (Provide same detail as required in FS-10 Budget)	SUBTOTAL INCREASE	SUBTOTAL DECREASE
15 Professional Salaries	Decrease this code due to fewer facilitators who were unable to run courses due to outside personal factors. For example, the program instructor for cultivating Genius, and one of the SEL series presenters were unavailable to present. The program instructor for new teacher induction program and Mentor cost was lower than expected as the Teacher Center Director used planning time to provide some of these PLS. As a result, we did not pay all the anticipated presenter's fees. The Director also did this for the program instructors for Restorative Practice using circle forward.		\$1925.00
46 Travel Expenses	Decrease this code due to less than expected travel expenses. Registration cost decreased and there was less cost associated with food during travel.		\$75.00
49 BOCES Services	Decrease this code due to less than planned expenses for BOCES training this year. Courses through BOCES were provided at no charge so we did not use these funds.		\$230

SUBTOTAL	EXPLANATION (Provide same detail as required in FS-10 Budget)	SUBTOTAL INCREASE	SUBTOTAL DECREASE
45 Supplies & Materials	Increase this cost to update the professional learning library to become more current and more useful to teachers and staff. Current collection contained books that were no longer aligned with accepted educational practices and lack resources related to SEL and Culturally Responsive Education. See additional detail for code 45 on next page.	\$2230.00	

Additional Detail for Code 45 Expenditure:

The grant proposed change will allow for the purchase of additional books for New Teacher and Mentors for program (book publishing company is going out of business) Just Ask Publishing. These books are part of the new teacher induction and Mentor program and used throughout the year by both parties and are related to the grant **focus area 12: developing highly effective teachers.**

*Why didn't I learn this in College* (\$34.95 per copy)  
and *The 21st Century Mentors Handbook* (\$39.95 per copy)

(More on next slide 2)

Additionally, the requested increase is needed to update the professional learning library from our defined focus areas. Below are some examples of books that will be purchased to align with the Grant and teacher needs from the library.

Developing Highly effective teachers

- **Focus area 12:** Subscription to Education Leadership for **1 year \$89**. Includes 5 member books, 8 issues of Education Leadership Magazine and digital access to 20 of the most recent member books.

Providing Professional learning in Content and Pedagogy

- **Focus area 8:** *Cultural Competence Now: 56 Exercises to Help Educators Understand and Challenge Bias, Racism, and Privilege* **\$31.95** by Vernita Mayfield (ACSD)
- **Focus area 8:** *Your Children Are Very Greatly in Danger: School Segregation in Rochester, New York: Your Children Are Very Greatly in Danger: School Segregation in Rochester, New York* by Justin Murphy **\$27.09**
- **Direct request from teacher for science of reading support (focus area 1)** *Brain Words: How the Science of Reading Informs Teaching* by J. Richard Gentry and Dr. Gene Ouellette **\$34.20**

Optimizing Student learning Environments

- **Focus area 18:** *Better Than Carrots or Sticks: Restorative Practices for Positive Classroom Management Illustrated Edition* by Dominique Smith and Douglas Fisher **\$11.53**
- **Focus area 18:** *Building Resilience in Students Impacted by Adverse Childhood Experiences: A Whole-Staff Approach* by Victoria Romero, Ricky Robertson and Amber Warner **\$23.09**
- **Focus area 18:** *All Learning Is Social and Emotional: Helping Students Develop Essential Skills for the Classroom and Beyond* by Frey, Fisher and Smith **\$23.95**

Using data to Inform Instruction

- **Focus area 10:** *Grading for Equity: What It Is, Why It Matters, and How It Can Transform Schools and Classrooms* by Joe Feldman **\$25.00**
- **Focus area 10:** *On Your Mark: Challenging the Conventions of Grading and Reporting (A book for K-12 assessment policies and practices)* by Thomas Gusky **\$17**

After these slides were presented, time for questions was allow. No questions were presented.

Dan Fullerton makes a motion to approve the FS10a Amendment to decrease Professional Salaries budget by \$1925 due to outside personal factors. Decrease travel expenses by \$75 due to reduced registration/food costs. Decrease BOCES services by \$230 as courses were provided at no cost. Total decrease of \$2230. Simultaneously increase funding by same amount (\$2230) to Supplies and Materials to update the professional learning library for improved alignment to district initiatives and needs.

Motion to approve – Dan Fullerton

Second by – Maria Behncke

All in favor: unanimous. *Motion carried.*

Presentation: Review results of Needs Assessment to determine focus areas for next year's grant (data collection continues, survey is still open).

What topics are a priority?

Trauma informed practices and teaching

Excel and Teams (esp. clerical), but general O365 "next level" training

Enhancing student communication and collaboration with technology

Culturally responsive education

Project based inquiry

Value and balance of asynchronous and live PD experiences

K-6 Science of Reading

Building student resilience (academic stamina)

Continue programming for our TA's

Extension/expansion of Standards Based Grading

Noted success of pineapple walks as well as interest in book study / PLC opportunities from teachers (48%), Tas (31%), and administrators/counselors/related service providers (62%)

Adjournment

Motion to adjourn: Dan Fullerton

Second by – Jim Czadzeck

All in favor: unanimous. *Motion carried.*