

**THE TEACHER CENTER of Broome County**  
**Policy Board Meeting**  
**Minutes: Tuesday, June 15, 2004**

**Present:** Ann Laczak, Diane Richards, Diana Simpson, Sheri Abdullah, Michelle Sexton, Cheryl Naslund, Kate Griffith, Tina Conklin, Carmen Ciullo, Susan Korteweg, Diane Sheehan, Bob Carpenter, Starr LaTronica, Alice McNeely, Heather Badger Brown. Gail Szeliga.

**Absent:** Colleen Cawley, Betty McAndrew, Mike Sabo, Sharon Wells

Kate Griffith called the meeting to order at 4:05 pm.  
Minutes of May 18, 2004 meeting were approved.

**Financial Report:**

Gail Szeliga presented the financial report for both local funds and the state grant.

**DIRECTOR'S REPORT:**

- New Web Page was shown and demonstrated for the policy board members. Address is <http://teachercenter.info>
- PB mileage claim forms – last day for submission was June 15, 2004 for the Jan. – June time frame.
- Needs Assessment – 316 responded to the online needs assessment. A summary of results will be posted to the web page and discussed at the Sept. meeting.
- Continuation Grant – submitted to the state on May 31, 2004. Goals for next year will be set at Sept. meeting.
- Workshop Proposal – Teaching Kayaking to Middle and High School Students class – approved for any teacher in the consortium for the fee of \$15 pending proof that the Teacher Center will not be liable if any injuries occur to participants. TC must be informed in writing of party that is liable should injuries occur.
- Teacher as Readers Grant Request – approved. Application will be rewritten for the fall setting different guidelines for book selection.
- End of Year Reports:
  - Program
  - Workshop
  - District Initiative

- Suggestion of possible new grant offerings:
  - Supporting a innovative classroom project –
    - max. \$200 for non-consumable item – example: pop beads for a science project. – approved.
  - Action Research - do we want to offer this one again? – approved under new time frame, which includes the summer months.
- Summer Programs for Early Childhood Providers - this summer we will offer two programs especially for early childhood/day care providers.
  - **Literacy Creation Stations**
  - **Using Ellison Dies to Create Early Learning Activities**
- District Mentoring Support - this summer we will offer three programs for teachers to our districts. They might want to incorporate them into their new teacher orientation/mentor program:
  - **First Days of School – based on Harry Wong’s book and videos**
  - **Training Mentor Teachers – based on Foundations of Mentoring – University of Santa Cruz**
  - **Communicating with Parents – Mary Jo Rankin**

#### **NEW BUSINESS:**

- New Rental Agreement – BCSD
  - Details –
    - Term: July 1, 2004 – June 30, 2007
    - Rent Increase from \$5346 to \$5480
    - Common cost raised from \$2.56 to \$2.82 per square foot per day?
    - Everything else stays the same.
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- Meetings – 2004 –2005 – changed to second Tuesday of the month.
- **Year End Reports - 2003 – 2004**
  - Conference - Cheryl
  - Study Group – Sheri
  - Peer Visitation - Diana

#### **MEMBER UPDATE:**

- Sue Korteweg has resigned from the Policy Board – Thank you - Sue - for serving for two years. Evelyn King will be replacing Sue from Deposit CSD.
- The following Policy Board Members term expires in 2004:

- Bob Carpenter – Binghamton University - First Term – will stay for second term
- Ann Laczak – Susquehanna Valley - First Term - unsure
- Cheryl Naslund – Parent – First Term – assumed to be staying for a second term – left before we could ask.

Meeting adjourned at 5:40 pm.