

THE TEACHER CENTER of Broome County
Policy Board Meeting
Minutes: Tuesday, August 24, 2004

PRESENT: Evie King, Diane Richards, Diana Simpson, Michelle Sexton, Kate Griffith, Tina Conklin, Diane Sheehan, Bob Carpenter, Starr LaTronica, Heather Badger Brown, Gail Szeliga, Colleen Cawley, Betty McAndrew, Mike Sabo, Sharon Wells

ABSENT: Sheri Abdullah, Cheryl Naslund, Carmen Ciullo, Alice McNeely

At 12:45 pm, Kate Griffith called the meeting to order and welcomed our new Policy Board member from Deposit, Evie King. Kate announced that Ann Laczak, SV member has opted not to serve for the next three years. SV will be asked to assign another teacher to the policy board.

Minutes of June 15, 2004 meeting were approved.

FINANCIAL REPORT:

Gail Szeliga presented the financial report for local funds and the state grant. The Teacher Center has been funded for the same amount as last year - \$262, 000.

DIRECTOR'S REPORT:

- A summer program report was submitted to the policy board outlining grants that were awarded and trainings that were held during the summer of 2004.
- The "End of Year" report for the Teacher Center of Broome County was submitted by July 31, 2004 to the State Education Dept. It is on file at the Teacher Center if anyone would like to review it.
- The 2004 Needs Assessment results were reviewed with the Policy Board. The document is posted to our website at this address:
<http://www.teachercenter.info/needsbctc04.pdf>
- The policy board was asked to consider sponsoring "Collegial Circles" – facilitated groups of sharing sessions with those in similar positions focusing on classroom strategies and activities. Proposal will be submitted at the October meeting for the board's approval.
- Summer Institute – Gail Szeliga, Kathy Harasta and Sharon Wells attended this year's state TC Summer Institute in July of 2004. A report on the program and events was given
- The Communicator – the state newsletter of the New York State Teacher Centers was reviewed. Policy Board members were asked to be strong advocates of the Teacher Center by communicating with their constituents and their union leader.
- Master Teacher – policy board members were asked if they would like to receive the Master Teacher again this year – a sign up sheet was passed around and those who were interested were asked to sign.
- STETS – Southern Tier Educational Technology Showcase – will be held on October 23, 2004. The Teacher Center is a co-sponsor.

- Policy Board members were reminded to keep track of their mileage. It should be submitted in Dec. 2004.

OLD BUSINESS:

Request by Jan Fiore was read regarding publicizing her “Brain Gym” trainings through the Teacher Center listserv. It was decided to send a letter to Jan stating the Teacher Center’s “Advertising and Promotion” policy, which has not been changed since being adopted in March 2004.

NEW BUSINESS:

Kate Griffith and Diana Simpson were elected as co-chairs for 2004 –2005.

It was decided that the Phelps’s Mansion group would be contacted and asked if the TC 20th anniversary celebration could be combined with the Phelps Mansion’s Open House for educators. Michelle Sexton agreed to head the 20th anniversary planning committee.

The Policy Board approved the following budget amendment:

Policy Board members were asked to sign up for grant committees. The results are listed below:

Conference Grants

Bob Carpenter and Colleen Cawley

Peer Visit Grant

Diana Simpson and Diane Richards

Program Grant

Michelle Sexton, Evie King and Sharon Wells

Mini-Curriculum Grant

Diana Simpson, Diane Sheehan and Evie King

Study Group Grant

Sherri Abdullah, Heather Badger Brown, Betty McAndrew

Teachers as Readers Grant

Kate Griffith, Starr Latronica and Tina Conklin

Mike Sabo reported that the Personnel Committee would be conducting a TC Director evaluation via e-mail. All policy board members will be asked one question and responses will be compiled.

Meeting adjourned at 2:30 pm. The next Policy Board meeting is scheduled for October 12, 2004.

Submitted by: Bob Carpenter

