

THE TEACHER CENTER of Broome County
Policy Board Meeting
Meeting Minutes: Tuesday, September 12, 2006

PRESENT: Susan Halpern, Kate Griffith, Diana Simpson, Andrea Gresko, Cheryl Naslund, Carol Eaton, Debbie Sluzar, Starr LaTronica, Diane Richards, Evie King, Heather Badger Brown, Sheri Abdullah, Diane Sheehan, Colleen Cawley, Bob Carpenter, Mike Sabo, Alice McNeely, Erin Hitchcock and Gail Szeliga.

ABSENT: Sharon Wells

At 4:10 pm, Diana Simpson called the meeting to order. Minutes of June 13, 2006 meeting were approved.

DIRECTOR'S REPORT

Financial report was given for the state grant and the local account.

A part time program assistant has not been hired yet. Kathy and Gail are picking up extra jobs until a person can be hired from the civil service list.

Kathy has agreed to work an extra 4 hours a week during Sept. – until 5 pm. - Monday - Thursday.
NOTE: Policy Board agreed to pay her time and half per her union contract.

Director Gail Szeliga will be on vacation from Sept. 13 – Oct. 1, 2006.

The Summer Workshop report was presented to the policy board – 29 workshops were held. 241 unique registrants participated.

Two substitute teacher (one hour) information sessions will be offered in September.

Several people are finishing up the Technology Pilot Project training and will soon have their exit interview.

The state Teacher Center annual meeting will take place on Monday and Tuesday, October 16 and 17, 2006 in Albany, NY. If any policy board member wishes to attend, please notify Gail Szeliga.

Windsor CSD has offered two free spots to any Policy Board member who wishes to attend the DuFour conference that the Teacher Center co-sponsored. The dates are Oct, 4 and 5, 2006 at Windsor high school and the topic is Professional Learning Communities. Please notify Kathy Harasta if you would like to attend. Flyer distributed.

The Southern Tier Teacher Centers are hosting a “Roadblocks to Learning” conference on Thursday, October 19 in Ithaca. Any policy board member who wishes to attend is eligible for a local conference sponsorship. Brochure distributed.

Windsor CSD has asked to again arrange mentor teacher training (Foundations of Mentoring) with Lida Bassler. Lida will be presenting 4 sessions to app. 23 teachers at Windsor during Sept. Windsor is splitting the cost with the Teacher Center.

The Teacher Center of Broome County is hosting the 4th annual STETS conference on Sat. Oct. 21, 2006. WSKG and BT BOCES Media Library are also involved. It will be held at the Owego Apalachin high school. Brochure distributed.

Phelps Mansion museum has asked the Teacher Center of Broome County to co-sponsor two workshops at the mansion this fall related to DBQ's. These have been scheduled for October. Each teacher attending will receive a "DBQ's at the Mansion" booklet that has been produced by Annette Varcoe for the Teacher Center of Broome County.

CORRESPONDENCE

NEA Grant – what should we do with the \$250 that was received from NEA in honor of a Maine Endwell teacher? Erin Hitchcock will confer with the teacher and get back to us in October.

E-Mail was received related to – Teaching Zach to Think - online course – positive feedback.

Heather Badger Brown E-mail - mentioned that several teachers are interested in the math manipulative workshop that was offered this summer. They would like us to offer it at Harpursville. It was decided that this workshop would be offered again at the Teacher Center, but not at individual school sites.

Letter received from Ed Klesse – Windsor CSD – outlining procedure for signing in for the DuFour conference on Oct. 4th and 5th.

OLD BUSINESS

SUMMER INSTITUTE: Sue Halpern, Gail Szeliga and Kathy Harasta were sent to the Summer Institute this year as representatives of the Teacher Center. Each of them gave a brief report. Kathy's was submitted to the Policy Board in writing.

COMMITTEE REPORTS

Summer Conference Grant Committee Report – Debbie Sluzar, Erin Hitchcock, Sue Halpern

Grants that were awarded: Margaret Hoffman – ME – Summer NYSATA Conference; Diana Cornell – BCSD - China Teacher Exchange; Marilyn Weaver - Six Traits Writing Conference

NEW BUSINESS

MEMBERSHIP LIST – updated by PB members. Master Teacher Subscriptions were requested.

ELECTION OF CO -CHAIRS FOR 2006 – 2007 – Our by-laws state that co-chairs will be elected in October – policy board decided that election will take place in October.

TC DIRECTOR EVALUATION AND AUDIT REPORT - Mike Sabo, the Personnel Committee presented both reports.

REVISING TEACHER CENTER HOURS:

Kathy's work hours cannot be revised unless her union approves. Policy Board decided to pay Kathy overtime for any extra hours she works as stated in her contract. She still will have to come in for four hours on Friday.

Policy Board members signed up for the following committees:

Conference Matching Grants

- Sue Halpern
- Bob Carpenter

- Debbie Sluzar

Peer Visitation Grant

- Colleen Cawley

- Evie King
- Diane Richards

- Cheryl Naslund

Study Group Grant

- Sheri Abdullah
- Heather Badger Brown
- Diana Simpson

Program Co-Sponsorship Grant

- Starr LaTronica
- Colleen Cawley

Technology Integration Grant

- Diane Sheehan
- Erin Hitchcock
- Alice McNeeley

SUMMER INSTITUTE:

The policy board agreed to award a mini-grant to Susan Halpern for Summer Institute meal reimbursement. Susan will submit receipts or an invoice for reimbursement. Gail and Kathy are also eligible for a mini-grant if needed.

POLICY BOARD TRAINING

Susan Halpern will arrange a Policy Board training for the October or the November meeting.

STATE TECHNOLOGY COMMITTEE:

Sue Halpern explained the plan to place kiosks in the Teacher Center in order to make it easy for teachers to take advantage of special purchasing offers for software and hardware arranged by the Teacher Center state technology committee. Sue represents the Southern Tier on the state technology committee and will keep us posted.

Meeting adjourned at 5:30 pm. Next meeting is October 10 at 4 pm.