

THE TEACHER CENTER of Broome County
Policy Board Meeting
Minutes: Tuesday, March 23, 2004

Present:

Diane Sheehan, Ann Laczak, Bob Carpenter, Mike Sabo, Susan Korteweg, Diane Richards, Starr LaTronica, Colleen Cawley, Diana Simpson, Betty McAndrew, Sheri Abdullah, Gail Szeliga.

Absent:

Michelle Sexton, Cheryl Naslund, Tina Conklin, Carmen Ciullo Alice McNeely, Kate Griffith, Sharon Wells, Heather Badger Brown

The meeting was called to order at 4:02 pm.

Minutes of January 20, 2004 meeting were approved. (February 17, 2004 meeting was cancelled)

Financial Report:

- Gail Szeliga presented the financial report for both local funds and the state grant. The budget numbers do reflect the reduction of six thousand dollars required by NYSED.
- The policy board approved Amendment #2 to transfer and deposit money in the following categories:
 - 150
 - 300
 - 200
 - 400

Director's Report:

- Kathleen Czebiniak, part time program assistant will resign in June 2004. Her job will have to be filled by a civil service employee sometime during the summer. Policy Board was asked to consider cutting this job to 16 hours per week.
- Three all day seminars were held during the months of Feb. and March – Webquests: Integrating Technology into the Curriculum (2 days), Foundations of Mentoring (2 days) and Substitute Teacher Training (1 day) – all were very well received.
- Policy board approved sponsoring a Teacher Center team for the American Heart Association heart walk that will be held on April 24. T-shirts will be purchased from local funds.
- The Policy Board approved offering teachers and school staff a chance to win one of 10 (\$10) Barnes and Noble gift certificates as an incentive for completing the Teacher Center online needs assessment.
- Gail Szeliga participated as a presenter at the local NYSCATE (New York State Computer and Technology in Education) local conference held in March at Binghamton high school and at the EIT (Educator in Training) conference at Cortland State.

Old Business:

Nine districts plus BT BOCES submitted paperwork for the “Supporting District Professional Development Grants” that were offered by the Teacher Center. Susquehanna Valley CSD did not submit the paperwork. Five private schools (Catholic Schools, Susquehanna school, Wyoming Conference, Broome Head Start submitted the paperwork for the grant; the two Muslim schools did not respond. Handicapped Children’s Association requested that their funds be used for brain gym resource materials. \$14788.28 was awarded.

DISTRICT	TEACHERS	GRANT
Binghamton	556	\$3,469.96
Chenango Forks	166	\$1,089.01
Chenango Valley	149	\$985.23
Deposit	66	\$478.51
Harpurville	92	\$637.24
Maine Endwell	202	\$1,308.79
Susquehanna Valley	175	\$0.00
Vestal	328	\$2,078.02
Whitney Point	179	\$1,168.38
Windsor	161	\$1,058.49
BT Boces	205	\$1,327.11
Broome Catholic	95	\$655.56
HCA	20	\$0.00
Headstart	12	\$148.84
Muslim	4	\$0.00
Children's	28	\$246.52
Rainbow	9	\$0.00
Sus.School	10	\$136.63
	2457	\$14,788.28

Cheryl Naslund made the following motion via e-mail:

Motion made that the Teacher Center of Broome County withdraw their co-sponsorship of the Brain Gym for Educator’s class (April 15,16,17,18 at Broome Community College) due to the fact that as of today’s date (March 23, 2004) enrollments total less than the 12 person minimum set by the instructor as necessary to hold this class/workshop. Motion carried.

The policy board approved the following revision of the conference policy amendment:

Motion made that Policy board members who attend a Teacher Center conference and drive their own vehicle will receive a mileage reimbursement calculated from the Teacher Center to the conference site and return based on the current IRS rate. Motion carried.

The policy board approved the following advertising and promotion policy:

Motion made that the Teacher Center of Broome County will not advertise or promote events – in print or electronically – that are intended directly or indirectly for profit such as events held at or sponsored by companies such as Barnes and Noble or events sponsored by private individuals. Events sponsored by school districts, teacher’s groups and professional education groups and libraries can be advertised and promoted by the Teacher Center of Broome County with the director’s approval. Motion carried.

The policy board approved the following co-sponsorship policy:

Motion made that the Teacher Center of Broome County will not co-sponsor events that are promoted by for-profit organizations or individuals. Events sponsored by school districts, teacher's groups and professional education groups and libraries can be advertised and promoted by the Teacher Center of Broome County with the director's approval. Motion carried.

New Business:

Three program grant requests were presented for policy board approval.

1. Horace Mann teacher requesting funds to pay for an author luncheon – request denied – state funds cannot be used for food.
2. HCA teacher requesting funds for two workshops for HCA and Broome Headstart teachers – Brain Gym and Intellikeys training. Amount: \$600. Approved.
3. Homer Brink teachers requesting funds for reimbursement of substitute payment for an all day curriculum meeting. Denied – did not meet guidelines outlined in application packet.

Committee Reports

TRS Closing Policy Committee – draft of policy was read and discussed. Policy will be revised and presented at the May meeting.

Self-Study Committee – the April policy board meeting will be held at Seton Catholic high school from 4pm – 7pm. Dinner will be served at 4:30 pm. The self-study will be conducted from 5:30pm – 7pm.

Meeting adjourned at 5:40 pm.

Next Meeting: April 20 , 2004