

ST. LAWRENCE VALLEY TEACHERS' LEARNING CENTER
POLICY BOARD Agenda
January 24, 2022 4:30pm
Meeting held Via ZOOM

CALL TO ORDER: at 4:34 p.m.

INTRODUCTION OF NEW MEMBERS:

- **Cassandra Jock Middle School Math Parishville-Hopkinton CSD - Welcome!!**
- **Julia Pahler, Colton-Pierrepont CSD**

QUORUM: Need 14 members and 51% (or 8) must be teachers

QUORUM Met: Total of members attended 14

APPROVAL OF MINUTES:

[Minutes, December 20, 2021](#)

Motion to approve December 20, 2021 minutes.

- *The motion was made by Jamie Cruikshank and seconded by Joan Fischer. All in favor. No opposed. No abstentions. Motion passed.*

DIRECTOR'S REPORT:

- **Budget Expenditures**
 - *C. Normile - Tracking things as they happen, we haven't used \$882 because things came in less than what was budgeted for.*
- **Winter meeting Report**

COMMITTEE REPORTS:

OLD BUSINESS:

- **Raise Sub Rate from \$85.00/day to \$100.00/day to be in line with BOCES**
- **Possible workshop presenter**
 - **Jenny Morril's Colleague - Topic Holocaust**
 - **Chris Sargent - Harnessing the power of sleep**

[Flyer](#)
[Evaluation of Presentation](#)
- **Standardize pay scale for presenters (and the number of attendees required)**
 - *SLVTLC pays \$850 to book study presenter, BOCES pays about the same, at this time C. Normile is recommending that we keep reimbursement the same for now.*
 - *S. Dodds - we should review the number of attendees required and capping due to the number of books available*
 - *J. Farrand - trying to be consistent with the minimum number of participants to run the book study (6), spread it out so that any teacher can lead a book study*
 - *C. Normile, no consensus among Teachers' Center*

- Tech Savvy - Book Study (6 enrolled)
 - *T. LaPoint, Already approved*

NEW BUSINESS:

- Replacing the Administrative Assistant- New bylaw language change needed
 - *C. Normile, Rachel Barr is transitioning to OFA in April, we need a replacement, 20% of position is SLVTLC*
 - *S. Dodds, SLVTLC pays by percentage: \$14,214 includes salary, health insurance, and retirement.*
 - *T. Lapoint, Do we need a hiring committee, who is responsible to rewrite the By-Laws? C. Normile will contact By-Laws Committee and create*
 - *J. Farrand, Civil Service position, current by-laws does not include this, next step is how to write this in the By-Laws, her position will be posted either this week or next, R. Barr's position is a secretary 1*
 - *S. Dodds, not a stipend and it's part of the position*
 - *C. Normile, provided link to updated agenda for*
- Teacher Visitation Reimbursement
 - *C. Normile, didn't budget for this, we could use the \$850*
 - *S. Dodds, use the money budgeted for substitute, reimbursement back to district, district pays for sub and travel, use the substitute funds for teacher visitation, director can make decision under \$500*
 - *J. Morrill, what is the process for requesting a teacher visit?*
 - *S. Dodds, the form is on the SLTVLC website, needs to be completed and approved by the district*
 - *C. Normile, will approve Julia's visit*

NEXT MEETING - Monday February 28, 2022 via [Zoom](#)
[Meeting Schedule](#)

Q AND A OR INFORMATION:

MOTION to adjourn the meeting:

- The motion was made by Jamie Cruikshank and seconded by Lauren Morley. All in favor. No opposed. No abstentions. Motion passed.

MEETING ADJOURNED: *at 5:09*

ST. LAWRENCE VALLEY TEACHERS' LEARNING CENTER**POLICY BOARD MEETING Minutes****2022-01-24**

District	Representative	Attendance
Brasher Falls Central	Kate Williams	Present
Canton Central	Angela Brown	Present
Clifton-Fine Central	Pamela Johnson	Present
Colton Pierrepont Central	Jenny Morrill	Present
Edwards-Knox Central	Tara LaPoint	Present
Gouverneur Central	Meagan Fregoe	Absent
Hammond Central	Carol Meyer	Present
Hermon-Dekalb Central	Sheila Conklin	Present
Heuvelton Central	Joan Fischer	Present
Lisbon Central	Amy Laughman	Present
Madrid-Waddington Central	Michelle Robinson	Present
Massena	Cathy Donahue	Present
Morristown Central	Amber Gladle	Absent
Norwood-Norfolk Central	Susan Dodds	Present
Ogdensburg City Schools	Karen Mathews	Absent
Parishville-Hopkinton Central	Casandra Jock	Present
BOCES Teacher	Brooke Santamont	Absent
BOCES Liaison	Jill Farrand	Present
Non-Public School	Marianne Jadlos	Absent
SUNY Canton	Chrissy Martin	Absent

Clarkson Univerity	Leigha Burkhalter	Absent
SUNY Potsdam	Amy J Guiney	Present
St. Lawrence University	Esther Oey	Present
Superintendent	James Cruikshank- Norwood Norfolk	Present
Elementary Principal	Christina Frank- Ogdensburg	Present
HS Principal	Lauren Morley - Hammond	Present
Business Rep	Shelby Connelly	Absent
Parent Representative	Johnathan Hirschey	Absent
Director	Chris Normile	Present
Administrative Assistant	Rachel Barr	Absent