

ST. LAWRENCE VALLEY TEACHERS' LEARNING CENTER
POLICY BOARD Minutes
November 22, 2021 4:30 PM Zoom

CALL TO ORDER: 4:36 p.m.

INTRODUCTION OF NEW MEMBERS:

- **Kate Williams - Brasher Falls Central**
- Karen Mathews - Ogdensburg Central (previously mentioned in minutes as a new member but not present to be introduced)

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

QUORUM: Total = 17 members, 11 Teachers

APPROVAL OF MINUTES:

- [Minutes October 25, 2021](#)

Motion to approve September 27, 2021 minutes.

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

DIRECTOR'S REPORT:

- Need a new representative from Parishville
- [PD Providers](#)
- **New Quorum Language**
 - ⇒ From Dawn Graham at State Ed...

"Thank you for the minutes correcting the quorum definition.

To be clear: the state law defines a quorum as at least a majority of members present. So at least 51% of the entire PB must be present to conduct a meeting. **The part about requiring at least 51% of those present being teachers is NOT required by statute but is at the discretion of the Policy Board.**

In addition, make it clear to your PB that to pass a motion at least a majority of **the entire Policy Board** must vote in favor. So if your PB is 16 people, you need 9 for a quorum and you need all 9 of those to vote in favor for a motion to pass (unless the by-laws require more than that – they just can't require less)."

- **Teachers' Learning Center Information for New Members-**

⇒ A TLC is a diverse group of stakeholders that include representatives from...

- each member school (including Catholic Schools)
- local institutions of higher education
- local businesses
- BOCES
- parents

⇒ 125 Centers & 7 Networks in New York State

⇒ Develop and oversee a budget of approx. \$86,000

⇒ A TLC is **not** BOCES (although we do work with BOCES)

⇒ To accomplish our goals, we:

➤ **Collaborate with NYSED** to facilitate meeting their goals and those of the **NYS Board of Regents**

➤ providing professional learning for **preservice teachers, new teachers, and veteran teachers**

➤ **Next Generation Learning Standards and Science, Technology, Engineering, the Arts and Mathematics (STEAM)**

➤ Promote **communities of learners and encourage teacher leadership roles**

➤ Supporting **Social Emotional Learning (SEL)** and **Culturally Responsive Education (CRE)** and provide strategies and resources to meet the **needs of diverse learners**

[FYI - NYSUT's information on Teacher Learning Centers](#)

C. Normile - Grant has passed.

COMMITTEE REPORTS:

- None
- Committee work - [Committees 20-21](#)

T. LaPointe - Make sure you are signed up on a committee. The () means that the person is the chair of the committee.*

OLD BUSINESS

- [2021 - 2022 Meeting Dates / Times](#)

T. LaPointe - Print the document and post it in your school main office. C. Normile – reprint and post to ensure the Zoom links are included.

NEW BUSINESS

C. Normile – teachers who want to attend the PD opportunity below will receive \$75. C. Normile is seeking clarification about who is paying the \$75. Please share this opportunity.

- **Review Open Meeting Law (required)**
 - ⇒ **Open Meeting Law**
 - **Meetings - when a quorum comes together to discuss public business**
 - Can be virtual (link must be made available)
 - Public Notice must be made
 - **SLV TLC Website**
 - **We use the public's funds, the public has a right to attend meetings (they do not have the guaranteed right to speak)**
 - **Executive Session (8 specific reasons exist)**
 - **Must keep minutes**
- **PD Opportunity National Consortium for Teaching About Asia** (Please Share)

C. Normile – is there anything else we should be asking other than the questions below. What is the best way to reach the teachers? How can we promote the Teachers' Center. T. LaPointe - can we add these questions to the website? J. Morrill – Google form asking these questions. R. Barr - Thought exchange – share questions with Policy Board members to share out with teachers in their districts.

- **Promoting the Learning Center**
 - ⇒ Thought Exchange
 - **What are some ways we can promote the Teachers' Learning Center? (Who we are, what we do)**
 - **What professional development would teachers be interested in? What is the best way to ascertain this information?**
 - **Any other questions that should be added?**
 - ⇒ Email for your districts
Colleagues,

The purpose of this email is to introduce myself as our school's representative to the St. Lawrence Valley Teachers' Learning Center. Various stakeholders are represented on our policy board. However, NYSED law states that the majority must be teachers. In short, we are teachers who work to provide continuing education to teachers.

If you have any ideas regarding professional development that you would like to see offered, please contact me.

Did You Know

If a teacher wishes to visit a colleague for the purposes of networking ideas, programs, lessons, and exploring alternative methods and concepts in education the SLV TLC will provide a substitute (up to \$85) and pay for travel expenses.* Please see me for more details.

*Only if there are no district funds in place for such a program.

⇒ **Funding for North Country Reading Council, Cindy Wells, President \$2,950**
[Application 2021.2022 STVTLC.docx](#)

- [Budget Breakdown Nov 2021](#)

C. Normile – the funding wasn't budgeted for. S. Dodd - The money was promised. Pull some money from the substitute reimbursement to pay the \$2,950. C. Normile -total amount that would be left in the Substitute Reimbursement for Co-sponsored Activities w/ BOCES would be \$4012.00.

Motion to approve moving money.

Susan Dodds made a motion to approve two book studies, an author visit and a mindfulness presentation for the North Country Reading Council and to move \$2950 within the same budget code "Substitute Reimbursement for Co-sponsored Activities w/ BOCES" to pay the North Country Reading Council. All in favor. No opposed. No abstentions. Motion passed.

Professional Salaries & Support Staff						
	Director		\$5,600			
	Administrative Assistant		\$14,213			
	Book Studies (4)		\$3,400			
	Book Study Presenter		\$850			
	PLCs Art	\$25 / Hour for up to 4 groups of 4	\$4,584			

		w/ a facilitator					
		Total Budgeted	\$28,647				
Purchased Services							
			Budgeted	Disbursed			
Budget Code 40	Rent to SUNY Potsdam		\$2,500				
Budget Code 40	MLP Reimbursement to BOCES		\$200				
Budget Code 40	Sub Reimbursement - Director		\$850				
Budget Code 40	Sub Reimbursement - Page to Stage 15 teachers		\$1,275				
Budget Code 40	LOTE Staff Day - Patricia Moosburger		\$2,000				
Budget Code 40	Music - Staff Day Laura Gilbert		\$2,000.00				
Budget Code 40	Art Staff Day - Jason Hubbard		\$2,000.00				
Budget Code 40	Health / PE Staff Day Janelle Wingerter		\$2,000.00				
Budget Code 40	Librarians Staff Day Ginger Tebo		\$2,000.00				
Budget Code 40	Guidance Counselors Heather Rousell		\$2,000.00				
Budget Code 40	Teacher Ed Spring Seminar Julie Johnson, Amy Guiney		\$2,000.00				
Budget Code 40	Substitute reimbursement for Co-sponsored activities w/ BOCES		\$6,962.00	-\$2950.00		=\$4012.00	
Budget Code 40	Phone / Postage		\$180.00				
Budget Code 40	Conference Reimbursement (Travel & Registration Fees)	Up to \$500 per person	\$3,500.00				
Budget Code 40	Page to Stage "A Raisin in the Sun" Spring 2022		\$4,150.00				
Budget Code 40	Supporting SEL & Social Justice - Don Mesibov		\$1,500.00				
Budget Code 40	North Country Reading Council		\$2950.00				
		TOTAL	\$35,117.00				
Supplies							
Budget Code 45	Book - Tech Savvy Reading Promotion: A Toolbox for Librarians & other /Educators	10 Books	\$500.00	\$500.00			
Budget	Wilson Kits (moved from Purchased		\$15,074.00	\$14,794.00		\$280.00	Remainin

\$2950.00 Needed

Q AND A OR INFORMATION:

MOTION TO ADJOURN:

MOTION to adjourn the meeting: The motion was made by Brooke Santamont and seconded by Jamie Cruikshank. All in favor. No opposed. No abstentions. Motion passed.

Meeting Ended at 5:08

ST. LAWRENCE VALLEY TEACHERS' LEARNING CENTER		
POLICY BOARD MEETING Minutes		
2021-11-22		
District	Representative	Attendance
Brasher Falls Central	Kate Williams	Yes
Canton Central	Angela Brown	Yes
Clifton-Fine Central	Pamela Johnson	Yes
Colton Pierrepont Central	Jenny Morrill	No
Edwards-Knox Central	Tara LaPoint	Yes
Gouverneur Central	Meagan Fregoe	No
Hammond Central	Carol Meyer	No
Hermon-Dekalb Central	Sheila Conklin	Yes
Heuvelton Central	Joan Fischer	Yes

Lisbon Central	Amy Laughman	Yes
Madrid-Waddington Central	Michelle Robinson	Yes
Massena	Cathy Donahue	Yes
Morristown Central	Amber Gladle	Excused
Norwood-Norfolk Central	Susan Dodds	Yes
Ogdensburg City Schools	Karen Mathews	No
Parishville-Hopkinton Central	Jennifer Mason (resigned)	No
BOCES Teacher	Brooke Santamont	Yes
BOCES Liaison	Jill Farrand	Yes
Non-Public School	Marianne Jadlos	No
SUNY Canton	Chrissy Martin	No
Clarkson Univerity	Leigha Burkhalter	Yes
SUNY Potsdam	Amy J Guiney	Yes
St. Lawrence University	Esther Oey	Yes
Superintendent	James Cruikshank	Yes
Elementary Principal	SueEllen Bouchard	No
HS Principal	Lauren Morley - Lisbon	Yes
Business Rep	Shelby Connelly	No
Parent Representative	Johnathan Hirschey	No
Director	Chris Normile	Yes
Administrative Assistant	Rachel Barr	Yes

