

2024-2025 Greece Professional Learning Policy Board & Steering Committee* Agendas / Minutes

| 2024-25 Dates | Type of Meeting | Location | Location (meeting invites will be sent by Marguerite to committee members) | Time |
|------------------|---|-----------|--|--------------|
| 9/19/24 | Greece PLC Steering Committee | Virtual | | 3:30-4:30 pm |
| 10/17/24 | Greece PLC Policy Board Committee | In person | 1790 Latta Road, Roch, NY | 4:00-5:30 pm |
| 11/14/24 | Greece PLC Steering Committee | Virtual | | 3:30-4:30 pm |
| 12/12/24 | Greece PLC Policy Board Committee | In person | 1790 Latta Road, Roch, NY | 4:00-5:30 pm |
| 1/16/25 | Greece PLC Steering Committee | Virtual | | 3:30-4:30 pm |
| 2/13/25 | Greece PLC Steering Committee | Virtual | | 3:30-4:30 pm |
| 3/20/25 | Greece PLC Policy Board Committee | In person | 1790 Latta Road, Roch, NY | 4:00-5:00 pm |
| 4/3/25 | Greece PLC Steering Committee | Virtual | | 3:30-4:30 pm |
| 5/1/25 | Greece PLC Steering Committee | Virtual | | 3:30-4:30 pm |
| 5/15/25 | Greece PLC Policy Board Committee (Grant Vote) | In person | 1790 Latta Road, Roch, NY 14612 (Door #1, Room 170A) | 4:00-5:30 pm |
| 6/12/25 | Greece PLC Steering Committee | Virtual | | 3:30-4:30 pm |

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Greece PB/SC Meeting Attendance ([PB members](#))

| Members Attendance: | 9/19 | 10/17 | 11/14 | 12/12 | 1/16 | 2/13 | 3/20 | 4/3 | 5/8 | 5/15 | 6/12 |
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| Banty, Nancy | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| Barton, Michelle | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| Bennett, Kaylee* | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
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| Brindisi, Stacey* | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| Criticos, Crystal | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Dame-Marino, Ashley | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | | <input type="checkbox"/> | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
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| Ebert, Michelle* | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Fleming, Marc* | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input checked="" type="checkbox"/> A | | | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| Girolamo, Lynn | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
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| Jackson, Erin* | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| Malone, Brad* | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Manjerovic, Kara* | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
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| McAdam, Sarah | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Morreale, Barbara* | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
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| Smith, Todd* | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
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| Walker, Lyn | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Wright, Emily | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Zelesnikar, Rebecca | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Other: Dimgba, Marguerite | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> |

Steering Committee 9/19/24 - 3:30-4:30 pm online

| Topic | Time | Facilitator(s) | Notes |
|---|-----------|-------------------|---|
| <p>Welcome!</p> <p>Timekeeper & Minutes volunteers</p> <ul style="list-style-type: none"> • Call to order • Introductions- Welcome new Steering Committee members Erin, Brad & Todd! | 3:30-3:31 | Kara | The meeting was called to order at 3:32PM |
| <ul style="list-style-type: none"> • Review: Role of SC and PB • New Business: Speech Teachers & Social Workers CEU for certification renewal • Updates from GTA, "All About PL" • Updates to PL guide ? Editing rights • Google Certification | 3:31-4:00 | Marguerite & Kara | <p>Marguerite provided an overview of the role of SC and PB.</p> <p>New Business: GTA was approached by speech and social workers to meet their CEU (Continuing Education Units). Could the social workers use the March 28, 2025 PL day to work on CEUs and possibly earn PL hours. Al Flurit, GTA, did reach out to Christine but hasn't heard back. Thoughts?</p> <ul style="list-style-type: none"> • Barb talked about them taking full days for conferences and paying for them out of pocket. • Marc said he would follow up with Christine Baker and Abby Triano. • Kaylee- there are enough PL opportunities with the special ed department. It would be nice to provide them time, maybe even a guest speaker that would earn CEUs. • Todd- planning meeting not until November for that day. It would be up to that department. • Kara- she would like to do a PL called All About PL, it would be for new teachers or anyone new to Greece. Can earn 1 PL hour. We would also offer this for administrators new to Frontline as well. • Barb- great idea, it would be helpful for the teachers and Policy Board rep. • Editing rights- two people is a good rule of thumb. • Todd- less is more • Kara less is more. • Marguerite removed anyone with editing rights on the PL Guide except for her and Kiara Jeffers. Anyone with edits, please email Marguerite and they will be discussed at the next SC meeting. • Kara- GTA 6/1 is hard. There are two dates that are in June. • Marguerite explained the 6/1 was in order to process the attendance and payment. • Kaylee- providing PL vs. processing. • Barb- give people notice and keep reminding teachers. • Look at our April SC meeting to look at dates for 25-26. (MD added to agenda) • Todd- we have to wait for the BOE calendar (usually March), and the cabinet and we can bring it back to this group. |
| <ul style="list-style-type: none"> • Planning next month's Policy Board Committee Agenda • Vote in new members (n/a-completed in May, no new members) | 4:00-4:20 | All | Marguerite will share this information at the next PB meeting, |

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| <ul style="list-style-type: none"> • PL Needs Assessment Feedback Slides • PL Needs Assessment Report | | | |
| <ul style="list-style-type: none"> • Transition role from Jeremy to Marc | 4:20-4:29 | Jeremy | Marc Fleming will be transitioning into the role of Deputy Superintendent. We will see more of Marc at these meetings as Jeremy transitions to his role as our next Superintendent. Congratulations Marc! |
| <ul style="list-style-type: none"> • Adjourn | 4:29-4:30 | Kara | <p>Motion Made by: _Kara_ to adjourn the meeting at _4:29_PM</p> <p>Respectfully submitted, Kara Manjerovic</p> |

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Policy Board October 17, 2024 - 4:00-5:30 pm Room 170

| Topic | Time | Facilitator(s) | Notes |
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| <p>Welcome Policy Board Members!</p> <p>Volunteer to be a timekeeper & volunteer to take minutes?</p> <ul style="list-style-type: none"> • Call to order: Quorum is 15 members with at least 51% teachers (8 teachers) • Approval of Committee Members (Welcome to new members!) (Going forward our quorum will be 15 members with 9 teachers present.) | 4:00-4:05 | Kara Manjerovic | <p>Welcome back Erin Jackson and welcome to your first meeting Todd Smith, Sarah Mc Adam and Lynn Walker!</p> <p>New Members Approval: Be it resolved that the Greece Policy Board is voting to approve the new Policy Board members as presented: Ashley Dame-Marino, Alanna DeClerck and Brad Malone</p> <p>Committee Members : Motion Made by <u>Nancy B</u> Second by: <u>Jeremy S</u> Discussion: None All in favor: 17 ____ Opposed: 0 ____ Abstentions: 0 ____ Motion Carried/Not Carried</p> |
| <ul style="list-style-type: none"> • Review: What is a Teacher Center and Policy Board? <p>Role of a Policy Board Member</p> <ul style="list-style-type: none"> • Advocates • Focus on Professional Learning at the building level • Attend 4 meetings a year • Share information about PL & Frontline to the staff you work with. Professional Times Newsletter • Disseminate professional learning opportunities to buildings/staff • Important to be visible and connect with Admin • Announcements at the beginning of faculty meetings are a good time to get information to staff • Get comfortable with Frontline. Personalize your emails/communication • PL Guidance Document | 4:05-4:15 | Kara Manjerovic | <p>Marguerite shares the details about Teacher Centers in NYS and explains information in the slides. Terry Malore, our current Board of Ed member, was a founding teacher of our Greece Teacher Center.</p> |
| <ul style="list-style-type: none"> • Robert's Rules of Order Review <p>How Policy Board Meetings are conducted: Overview of Robert's Rules, Open Meeting Laws, specifically compliance, and attendance commitment of 75% of meetings</p> <ul style="list-style-type: none"> • Open Meeting Laws • Vouchers | 4:15-4:30 | Marguerite Dimgba | <p>Marguerite gave a brief overview of Robert's Rules of Order and Open Meeting Laws.</p> |

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| <ul style="list-style-type: none"> • Announcements • The Main Idea Districtwide Membership <ul style="list-style-type: none"> o Password: readbooks <p>(you must use lowercase letters)</p> <ul style="list-style-type: none"> • Learning Forward Districtwide Membership GCSD only. • Get Google Certified • EdWeek (more info to come in November) • Policy Board Google Site - Materials found here on the PL website. Take a few minutes to explore the Policy Board Google Site. | 4:30-4:45 | Marguerite Dimgba | <p>Announcements:</p> <p>Kaylee B announced that SpEd is offering monthly PL offerings so spread the word.</p> <p>Lynn G shared that the ITT's are offering relevant PL and these are updated monthly so check it out.</p> <p>Liz S thanked the committee for the ISTE Cert grant money because her portfolio was finally approved.</p> <p>Sarah T shared that CRE trainings are up and running; the group is busy sharing the Core Values.</p> <p>Todd S shared that ARC Core PL is extensive and one of the most expansive initiatives to date in the District.</p> <p>Krista S....Kudos for student teachers!</p> <p>Lynn G offers some "workshop time" for staff to prepare for the Google Cert exam (3 hours)- see Frontline because the first one starts in November.</p> <p>Committee members worked in table groups to explore the Teacher Center Google Site</p> |
| <p>Program:</p> <ul style="list-style-type: none"> • PL Needs Assessment Report <p>At your table groups on sticky notes:</p> <p>What could we offer more of for PL? What could we make more accessible (i.e. format/topic subject area)</p> <ul style="list-style-type: none"> • Updates/New Business: | 4:45-5:25 | Kara Manjerovic | <p>Liz S presented Dr. Robinson's slideshow that summarizes the report on the PL Needs Assessment. Participants took time to discuss their findings and jot comments on sticky notes (data for this committee).</p> <ul style="list-style-type: none"> • Being with our sister school AL-CH, why don't we see each other? • Haggerty training - phonics for K-2, wish it was local and 1 day. Formative time & time to work on things needed. Liked choice & work time. • Prefer interactive opportunities. Some would like quiet time to process information. • Liked Grinder and would like more speakers like this and would like a refresher. • TCI - like this class so you learn, then a refresher to present scenarios and how to deal with difficult students and Gen Ed kids. How to handle/management of the room and teacher-student relationships. Trauma - training to be aware of. Can TCI be adapted for Greece? We would like - have to inform more people. • CRT - continue to learn. Training for Equity from BOCES - can Greece do this? • Math training - to do a better job of presenting concepts, differentiation. Correlation of iReady with state tests. • Science modules & experiments, unite? • Summer to get PL hours over with. • PL to connect MS/HS teachers with elementary since MS/HS teachers might not have a good concept of what happens at the elementary level. • Behavioral management for 6-12 grades. • How to transition kids from 5th to 6th grade. |

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| | | | <ul style="list-style-type: none"> ● Share with upper education teachers what the elementary units are so they know what they should already have learned. ● Elementary social studies - it would be great if there was a bit more of a structure to the recommended curriculum. ● Preventing teacher burnout ● More variety in badges ● AI Technology Tools - use for Educators ● PL on integrated approaches to get in science and social studies in elementary ● Add NYS Professional Learning Calendar for ELL to the PL Newsletter (GCSD) ● TCI Recertification takes teachers away from other needed PL ● Offer more book studies - could we start a list of books people may be interested in or a forum to connect with other people? ● Offer more PL for teaching assistants and one to one PL <p>We debriefed and Todd S explained a long term goal of the District that classroom teachers lead the PL for other classroom teachers. How might we begin to get more classroom teachers to lead PL given the monetary compensation is only \$70?</p> <p>Ashley D expressed hope that the above message could be shared more widely to drum up business. Shawwna S shared a scenario where a classroom teacher and an experienced TOSA partnered together to teach some PL in one building. Cheryl seconds that teaming with someone would help.</p> <p>Lynn G spoke to some barriers that classroom teachers experience (exhaustion, new initiatives that require extra preparation).</p> <p>Krista emphasizes the notion of “value” in just a simple classroom visit.</p> <p>Motion Made by: <u>Barb M</u> to adjourn the meeting at <u>5</u> PM Second by: <u>Cheryl</u> Discussion: <u>none</u> All in favor: <u>all</u> Opposed: <u>none</u> Abstentions: <u>0</u> Motion Carried/Not Carried</p> |
| Respectfully submitted, Liz Simons, Policy Board Member | | | |

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Steering Committee November 14, 2024 - 3:30-4:30 pm online

| Topic | Time | Facilitator(s) | Notes |
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| Welcome! Timekeeper & Minutes volunteers • Call to order | 3:30-3:31 | Kara | Quorum is not necessary for Steering committee per NYSED |
| New Business <ul style="list-style-type: none"> ○ Habits of Mind Conference: April 7-8, 2025 Overview ○ Frontline Blended Learning ○ Badges | 3:31-4:00 | <p>Marguerite</p> <p>Marguerite</p> <p>Kara</p> | <p>10 Free spots (3 remaining as of 11/14) for GCSD (helpful to have taken Cognitive Coaching) Registration is posted in Frontline (don't register directly with conference provider)</p> <p>25-26 possible options- more information will come at our January SC meeting.</p> <p>Badges are the only PL that requires a review and approval for it to count for PL hours. Can we make adjustments for the 2024-25 school year? Could we look at something other than the badge system? Two systems (Frontline for registering and Badglist to create an account, complete the badge and download the certificate and upload to Frontline) make it cumbersome. Still some confusion as to how to earn PL hours (i.e. teachers complete the badge and don't do the extra step to upload to Frontline or they were told by the assessor to redo their evidence as it didn't qualify to earn the badge), it would be helpful to condense it down to one system. Too many platforms. How can we simplify to make it easier? Badge system is something we need to explore, review, and approve. Marc, I'd like to explore and look into this more and explore for next time. Kara- when we get questions at GTA we get a lot of questions regarding badges and then we have to direct them to Lynn. The PLC does not manage the backend of the Badglist platform. The system is open and doesn't close by the 6/1 deadline for PL hours, this was problematic last year. Some teachers who registered for the badge prior to 6/1 but didn't complete it until after 6/1 didn't understand it wouldn't count towards 23-24. Some teachers received notices from their principals that they didn't meet their hours. The PLC manually added a record in Frontline for the teachers this impacted at the end of June. It caused confusion as these PL hours didn't make the early July payout of PL hours. It caused a lot of confusion, many emails and follow-up from the PLC and Business Office. Todd: lots of reviewing of badges at the end which is a challenge by the assessor. If anyone has feedback on the badges, please email to Marc. Possibly have Vector solutions for the hiring badges. Todd- we do have other PL that has an instructor give feedback like the math asynchronous unit unpacking. It has the registration in Frontline however so it meets the 6/1 timeframe for awarding PL hours. Note: We pay an annual fee around \$1,800 for the Badgelist platform and we pay \$1,800 for the Badge manager to manage the platform (currently Lynn G.).</p> |

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| <ul style="list-style-type: none"> ○ Coaching & PL hours ● Planning next month's Policy Board Agenda ● Open Forum | | <p>Marc</p> <p>All</p> | <p>Coaching & PL hours: Some of the coaching occurs during the day. Some of the math TOSAs coach teachers, some observing, co-teaching, planning and some afterschool. As a pilot last year GCSD did allow the teachers to earn PL hours (5 hours) a second cycle (5 hours). The pilot was extended for 24-25. Question: if teachers earn the PL hours during planning, what are the implications for other PL? Todd: To clarify for the coaching, only PL hours for time during planning time (co-teaching doesn't earn PL hours) Do we have thoughts about this? Kara- her feedback that she has received from GTA members has been fair. Note: Watching webinars during planning time doesn't count. 18 are participating this year in coaching and last year there were much less. Kara- if we look at the contract, for language that would be helpful. Kara- I could ask at the rep assembly if you'd like. Marc- let's hold off on that venue but let's look at our District Advisory Council (separate from problem solving).</p> <p>Policy Board- Can we advertise the 6/1 deadline for PL? Yes. MD and Kara to create some language to share with PB. Kara and Marguerite will meet on 12/5 to work on this and finalize the agenda for the next PB meeting.</p> |
| <ul style="list-style-type: none"> ● Cypherworx | 4:00-4:29 | Julie Barker | <ul style="list-style-type: none"> ● Choice PL options for GCSD staff ● Presentation Slides ● List of Cypherworx courses for Teaching Assistants and Teachers ● Brad Malone confirmed that we can have a Google single sign on for employees. <p>Kara- how would it appear in Frontline? Would they sign up differently? In Pittsford, she put the Cypherworx courses that were available for registration and then a link for the learning. Classlink- in Pittsford they were able to access via Classlink. Note: there is also a catalog for the community as well (in talks with the community schools department) GCSD uses this with students currently.</p> <p>Todd said that Cypherworx did present at the extended cabinet 2 years ago. Only Corey Skinner (for student use) and Kelly Sperduto (Community Schools) expressed interest at that time. Possibly have DCIA TOSAs look over and vet some. Maybe DCIA phase II and Marguerite and Kara could look at one or two courses to put in Frontline as a pilot. Again, we don't want to have more platforms but to have all of the registration in Frontline as we don't want to create a cumbersome process.</p> |
| <ul style="list-style-type: none"> ● Adjourn | 4:29-4:30 | Kara | <p>Motion Made by: <u> Kara </u> to adjourn the meeting at <u> 4:28 </u> PM</p> <p>Second by: <u> Marc </u></p> <p>Discussion: <u> </u></p> <p>All in favor: <u> 7 </u></p> <p>Opposed: <u> </u></p> <p>Abstentions: <u> </u></p> <p>Motion Carried</p> <p>Respectfully submitted, Marguerite Dimgba</p> |

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Policy Board December 12, 2024 - 4:00-5:00 pm 1790 Latta Road, Room 170

| Topic | Time | Facilitator(s) | Notes |
|---|-----------|-----------------|---|
| <p>Welcome!</p> <p>Volunteer to be a timekeeper & volunteer to take minutes?</p> <ul style="list-style-type: none"> Call to order: Quorum is 15 members with at least 51% teachers (8 teachers) Approval of October minutes | 4:00-4:10 | Kara Manjerovic | |
| <p>Updates/New Business</p> <ul style="list-style-type: none"> 6/1 deadline for PL <p>Announcements</p> <ul style="list-style-type: none"> Professional Times Newsletter PL Updates Teacher Center Fall Forum Updates | 4:10-4:30 | Kara Manjerovic | <p>As we reach the halfway point of the school year, the Greece Professional Learning Center in collaboration with the Greece Teachers Association, is excited to offer a variety of professional learning opportunities this winter, thoughtfully designed to enhance your teaching practices and meet the evolving needs of your students. Please see our newsletter link below:</p> <p>Professional Times Newsletter: https://secure.smores.com/n/yf6hz-winter-professional-times</p> |

Sample email from PB Member Barb Morreale to ATMS staff:

For GTA Members:

I just wanted to remind you that I am the Professional Learning Center Member/ Policy Board Rep for **Athena Middle School**. Just a reminder:

*******All Professional Learning must be completed by June 1, 2025. Per the GTA updates, "All PL Activities, Catalog and Non-Catalog Activities, must be completed and submitted in Frontline by 6/1.*****

(This will give the Professional Learning Center time to award hours, etc). *******10 is the magic number*******

Basically,

- The main role a Policy Board Member is charged with is helping to communicate and disseminate information to staff regarding PL questions - the PL Guidance Document is very helpful.

-For a "one stop shop" - Going through Classlink - Click on the Professional Learning Center Link. There you will find: GTA Professional Learning Guide, Professional Times Learning Newsletter and more.

Some updates / changes for GTA Members:

-Offerings and submissions have moved to a quarterly cycle. This will help members know how many hours you have completed more quickly than in the past.

-Digital Badges have changed a bit, see Guide to Badges on the PLC Link.

I am here to help with Frontline, Professional Learning questions, etc. for our school - just reach out - I am happy to help.

Have a great day!

| | | | |
|--|-----------|-------------------|---|
| New Business/Program: Frontline Tips and Tricks- How to support the teachers in your building (i.e. new teachers) | 4:30-5:00 | Marguerite Dimgba | |
| Adjourn | 5:00 | Kara | Motion Made by: ___ to adjourn the meeting at ___ PM Second by: ___ Discussion: ___ All in favor: ___ Opposed: ___ Abstentions: ___ Motion Carried/Not Carried Respectfully submitted, . Greece PLC Policy Board Member |

Sample email to send to staff as the policy board rep:

I wanted to let you know that I am the Professional Learning Center Member/ Policy Board Rep for X School. Basically,

- The main role a policy board member is charged with is helping to communicate and disseminate information to staff regarding PL questions - the PL Guidance Document is very helpful.

-For a "one stop shop" - Going through Classlink - Click on the Professional Learning Center Link. There you will find: GTA Professional Learning Guide, Professional Times Learning Newsletter and more.

Some updates / changes for GTA Members:

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*******All Professional Learning must be completed by June 1, 2025. Per the GTA updates, "All PL Activities, Catalog and Non-Catalog Activities, must be completed and submitted in Frontline by 6/1.*****

(This will give the Professional Learning Center time to award hours, etc).

I am here to help with Frontline, Professional Learning questions, etc. for our school - just reach out - I am happy to help.

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Greece PLC Professional Learning (Steering) Committee <https://meet.google.com/zhz-sbyn-jrv>

| Topic | Time | Facilitator(s) | Notes |
|--|-----------|--|---|
| Welcome! Timekeeper & Minutes volunteer <ul style="list-style-type: none"> Call to order | 3:30-3:31 | Kara | Call to Order |
| <ul style="list-style-type: none"> Old Business | 3:31-4:00 | <p>Marguerite</p> <p>Marc</p> | <ul style="list-style-type: none"> Cypherworx- Julie Barker presented. Currently used with students (Corey Skinner oversees and Kelly Sperudo) Not going to launch another platform for the 24-25 PL offerings yet. Marguerite will let Julie know that we may circle back next year. Frontline Blended Learning (no update, not released yet) Schools are being updated, but not Greece yet. Next month perhaps a demo will be ready. Badges - no feedback so far regarding ease/ difficulty of use, offerings, etc... Marc asked for more time on this topic. This will be tabled until the February meeting. |
| | | | |
| <ul style="list-style-type: none"> New Business <ul style="list-style-type: none"> Mid-year check in- Director update New Feature in Frontline: “My Pathways” Mid-year check in on the PL process. Barriers for teachers earning choice PL hours | 4:00-4:29 | <p>Marguerite</p> <p>Marc & Marguerite</p> <p>Kaylee</p> | <p>During the May meeting will be presented, and feedback given in the executive session.</p> <p>Frontline overview regarding real time (in progress, completed, etc.)</p> <p>New !!! - My Pathways</p> <p>Q: How can I track my PL hours in Frontline?</p> <p>A: Log into your Greece Professional Growth account. On the left, click on:</p> <p>My Info → Portfolio → My Pathways (The default is the current year and web page) → Run Report. It will show you the PL you have submitted in Frontline and the status. Recently completed means that the hours were awarded.</p> <p>Old way:</p> <ol style="list-style-type: none"> My portfolio. View by purpose. (ie: I have 3 hours in progress and 12 completed, this view only shows completed. The new view will show all in progress as well) <p>Barriers for teachers earning choice PL:</p> |


| | | | |
|---|-----------|------|--|
| | | | <p>In order to honor hard work and make things easier Ie: if a PL already happened in the past, you currently can't go in and add the PL to Frontline. Teachers had to add it as an Professional Learning (PL) Hours Request Form (Free: Out of District or Virtual). Outside webinar providers can and must be added after on a Professional Learning (PL) Hours Request Form (Free: Out of District or Virtual) form.</p> <p>Even if it is a district approved curriculum, the proposal must be in advance of time so the participants can receive approval from their supervisor. If the teacher has exceeded 20, then the supervisor also needs to approve budget expenses. If working with a coach/ outside company as a "guest" speaker or presenter, you may put in the activity proposal form prior to the course starting (ideally at least 1 week prior in order to give the teacher time to register and the supervisor time to approve). In the activity proposal, you can add online or asynchronous components.</p> <p>A Study group (made up of less than the 4) within a small cohort (ie: SPED, AP, Special Areas, etc...) was discussed because Directors/ Administrators / PL Director approve. It may be easier to submit a Study Group for 2-3 participants, than Independent Study separately. Independent Study has to be 5 hours and a Study Group has more hourly flexibility. The group agreed that this would be a good change for 25-26. We will change the language in the PL document by the end of June so that it will go into effect July 1, 2025.</p> <p>Sample language: Effective 7/1/25: Study groups need a minimum of 2 participants and a Professional Learning Catalog Proposal Form (Choice Activities) needs to be submitted in Frontline a minimum of one week prior to the study group start date. If there are less than 2 participants, an independent study form would be submitted individually in Frontline.</p> |
| | | | |
| <ul style="list-style-type: none"> Adjourn | 4:29-4:30 | Kara | <p>Motion Made by: 4:09 ____ to adjourn the meeting at PM Second by: _Michelle_ Discussion: ____ All in favor: Opposed: ____ Abstentions: ____ Motion Carried</p> <p>Respectfully submitted, Kara _____</p> |

Steering Committee February 13, 2025 - 3:30-4:30 pm online

| Topic | Time | Facilitator(s) | Notes |
|--|--------------|----------------|--|
| <p>Welcome!</p> <p>Timekeeper & Minutes volunteers</p> <ul style="list-style-type: none"> Call to order | 3:30-3:31 | Kara | <p>Meeting was called to order at 3:32 by Kara. Kara volunteered to take the minutes.</p> |
| <ul style="list-style-type: none"> New Business Open | 3:31-3:45 | Marguerite | <p>The Greater Rochester Teacher Center Network will be sponsoring ASCD Author, Mike Anderson on March 10th. The title of the program is: Rekindle Your Professional Fire. In this session participants will explore the power of tiny habits and examine several key categories of educator health and balance. They will leave with ideas about how to boost their energy in the classroom and passion for teaching.</p> <p>March 10. 1 PL hour. This summer he may potentially come. More information is coming.</p> |
| <ul style="list-style-type: none"> Planning next month's Policy Board Committee Agenda: | 3:45-4:25 | Marguerite | <p>Rep assembly (2/12) information given about the 7/1 Study Group switch from 4 members to 2 or more members.</p> <p>Agenda for Policy Board</p> <ul style="list-style-type: none"> Updated members joining us for the Policy Board from Admin.team Committee of 100: 2 volunteers will attend from Policy Board to advocate and lobby for Teacher Center funding (Will give description of this during PolicyBoard) Director's Mid-year Eval. update Kara, Liz and Todd : update New Teacher Induction Small group breakout for Policy Board Members: how are you helping? Do you need help navigating in Frontline? Intro of " My Pathways" way to check PL hours. <p>Frontline Blended Learning is still to come....</p> <p>Please let Marguerite and Kara know if there are interesting and engaging PL opportunities you hear about. We can include them in the Professional Times Newsletter on March 3.</p> |
| <ul style="list-style-type: none"> Adjourn | 4:25-4:30 PM | Kara | <p>Voucher</p> <p>Motion Made by: _Michelle_____ to adjourn the meeting at 3:48 PM</p> <p>Second by: Todd</p> <p>Discussion:</p> <p>All in favor:</p> <p>Motion Carried</p> <p>Respectfully submitted,</p> <p>Kara Manjerovic, Policy Board Chairperson</p> |

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Policy Board March 20, 2025 - 4-5:00 pm (new end time)

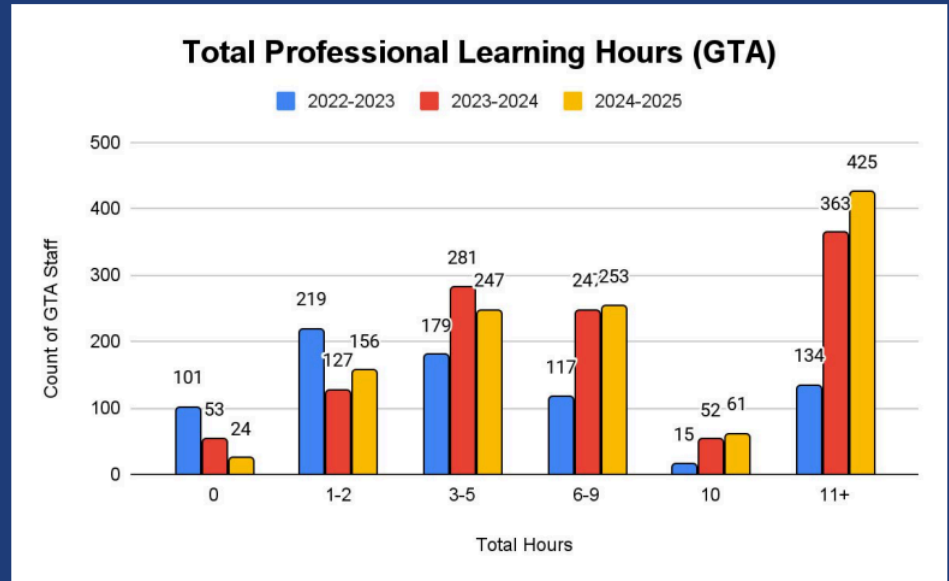
| Topic | Time | Facilitator(s) | Notes |
|--|-----------|--|---|
| <p>Welcome! Volunteer to be a timekeeper & volunteer to take minutes?</p> <ul style="list-style-type: none"> Call to order (Quorum is 16 members with at least 51% teachers or 9) Welcome New Members: Michelle Barton, Kate DiGregorio and Kelly Lampman | 4:00-4:05 | Kara Manjerovic | <p>Don't forget to check out our Policy Board Google Site!</p> <p>Liz Simons will take minutes. A quorum was met.</p> |
| <p>Announcements</p> <ul style="list-style-type: none"> Reminder: June 1st is the last day to submit any request for PL hours for Greece teachers. Professional Times Newsletter NYSUT Committee of 100 Debrief New York State Teacher Center Catalog <p>New Business:</p> <ul style="list-style-type: none"> Director's Mid-year report (FYI) 3.28.25 PL Day Flyer <p>New Business</p> <ul style="list-style-type: none"> NTI Ad Hoc Committee Updates | 4:05-4:25 | <p>Kara Manjerovic</p> <p>Michelle Ebert Barb Morreale</p> <p>Marguerite Dimgba</p> <p>Marguerite Dimgba</p> <p>Kara Manjerovic, Liz Simons & Todd Smith</p> |  <p>It helps to continue to send the same people because Barb and Michelle noticed that it is helpful to advocate and know where to go (they stuffed mailboxes of legislators and spoke with local representatives that work in Albany). We rely on this advocacy for Teacher Center funding. Please email the governor with your suggestions because she will listen to all stakeholders.</p> <p>All of the NYS TC Catalog PL offerings are virtual, free, and in the link at left as well as in the Frontline course catalog section.</p> <p>Kara has heard some compliments from teachers about the choices available for the 3/28 PL Day.</p> <p>The NTI Ad Hoc committee has been working hard to integrate choices for new educators at our summer induction program. If you have any comments, questions, or feedback for new teacher induction, please feel free to send your comments to us in an email because we appreciate the ideas.</p> |

Commitment #1
IGNITE LEARNING



**Professional Learning
Participation**
Staff participating in more than
10 hours of professional learning

REACH
2027
GL STRATEGIC PLAN



The GTA Contract requires a minimum of 10 professional learning hours for each Unit Member.

The current Greece Teachers Association (GTA) contract requires members to complete a minimum of 10 hours of choice professional learning each year. The number of teachers who met or exceeded that benchmark by mid-year went up 17%.

New Feature in Frontline:
“My Pathways”

Frontline Mid-Year Data &
Role of PB

4:25-4:50

Marguerite
Dimgba

Small Group
Time:

Q: How can I track my PL hours in Frontline?
A: Log into your Greece Professional Growth account. On the left, click on:
My Info → Portfolio → My Pathways (The default is the current year and web page) → Run Report. It will show you the PL you have submitted in Frontline and the status. Recently completed means that the hours were awarded.

Time to work in a small group, what is working well with PL. How comfortable are you with Frontline? Questions we can help you with? In the debrief, people shared some compliments about all of the offerings for new staff. Often there is an overabundance of PL opportunities. People report that once staff explore the PL guide with a Policy Board rep, it gets easier to navigate and figure out logistics for submitting requests. Staff appreciate the summer offerings to be able to frontload some of the work for the upcoming school year. Asynchronous learning seems to be popular for staff looking for 1

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| | | | or 2 more hours if they are short. Michael Grinder was very popular with the Craig Hill team! The Math bulletin which looks like a bulletin board might be a nice inspiration for sharing PL opportunities. |
| <ul style="list-style-type: none"> Adjourn | 5:00 | Kara | Motion Made by: Nancy B to adjourn the meeting at 5:03PM Second by: Liz Simons Discussion: __none All in favor: 18 Opposed: __ Abstentions: __ Motion Carried Respectfully submitted, Liz Simons |

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Steering Committee April 3, 2025 - 3:30-4:30 pm online

| Topic | Time | Facilitator(s) | Notes |
|--|-----------|----------------|--|
| <p>Welcome!</p> <p>Timekeeper & Minutes volunteers</p> <ul style="list-style-type: none"> Call to order | 3:30 p.m. | Kara | 3:32 start of meeting |
| <p>Executive Session:</p> <ul style="list-style-type: none"> Director's Evaluation: Director's Mid-Year Report Criteria: APPR GTA Professional Performance Review Handbook Appendix I Input for Director Evaluation by May 9 <p>Director Evaluation Debrief:</p> <ul style="list-style-type: none"> The Steering Committee will supervise and conduct an annual evaluation of the Center Director according to criteria established by the Policy Board. The Assistant Superintendent and the Policy Board Chair(s) will conference with the Center Director regarding the results of the evaluation. | 3:31-3:45 | Kara | Discussed the Director's evaluation and invited members to fill out the google form for any input they have. |
| <p>End of Executive Session:</p> <p>Announcements:</p> <ul style="list-style-type: none"> Reminder: All PL Activities must be completed & submitted in Frontline by 6/1 for 2024-25. Newsletter: April | 3:45-3:50 | Kara | <div data-bbox="868 1207 1526 1449" data-label="Image"> </div> <p>Please remind staff and administrators to get all of their PL into Frontline by 6/1. Marguerite will provide Marc an announcement for administrators to remind them of the 6/1 date as well as how to check the PL hours of teachers in their buildings/departments.</p> |

- [Member Action Center \(MAC\)](#)

Marguerite



[April Newsletter](#)

It is always updated. If you know or hear of any PL that you would like to see offered, please send an email to Marguerite. Great wide variety of offerings. All buildings will have a literacy goal next year, so moving forward we can be sure to add Literacy PL.



<https://mac.nysut.org/action/942>

Encouraged members to go to the MAC app to Support teacher centers.

Upcoming PL in Summer sessions. For any teacher - please encourage new teachers as well. It is set up so that if you attend both one leads into the other. However, they may be attended individually as well.



Save the Dates

2025 **UPCOMING** EVENTS

GREATER ROCHESTER TEACHER CENTER NETWORK


AUGUST 7
8AM- 3 PM

Boosting Student Motivation: Don't we all want students who are truly self-motivated about their work?
with Mike Anderson

AUGUST 8
8AM-3 PM


Hugging Porcupines: How to Build Relationships with Students Who Struggle with Challenging Behaviors
with Mike Anderson

Both programs will be located at 1790 Latta Rd, Rochester, NY 14612




Registration will be posted on 4/22/25



| | | | |
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| <ul style="list-style-type: none"> Mentoring/Coaching Support for Teachers New to Greece who don't qualify for a mentor. | | | <p>Who gets assigned a mentor in Greece?</p> <div> <div> <p>Initial certification + No experience or <1 year</p> <p>YES</p>  </div> <div> <p>Initial certification + <u>1 year experience to <4 years</u></p> <p>YES, if no documented mentoring from other district</p> <p>NO, if they received 1 year documented mentoring from other district</p> </div> <div> <p><u>Professional Certification</u></p> <p>Professional learning support</p> </div> </div> <p>Year one and year 2 receive a Mentor. Teachers new to Greece will receive PL Support - TOSA's will touch base with this cohort. Sometimes a Curriculum leader will be assigned. Ie: SPED TOSA's go to PLC's and mentor the new to Greece veteran teachers. They offer onboarding support. A process for this is noted in the 24-25 Mentor-Mentee Pairing. Curriculum Director's may have some assigned to them. Kaylee (SPED)TOSA will touch base with S Brindisi to see who needs support and where.</p> |
| <ul style="list-style-type: none"> Adjourn | 4:30 p.m. | Kara | <p>Motion Made by: <u>_kara_</u> to adjourn the meeting at 4:21_ PM Second by: <u>_Kaylee_</u> Discussion: <u> </u> All in favor: <u> </u> Opposed: <u> </u> Abstentions: <u> </u> Motion Carried/ Respectfully submitted, <u>Kara Manjerovic</u> , Policy Board Chair</p> |

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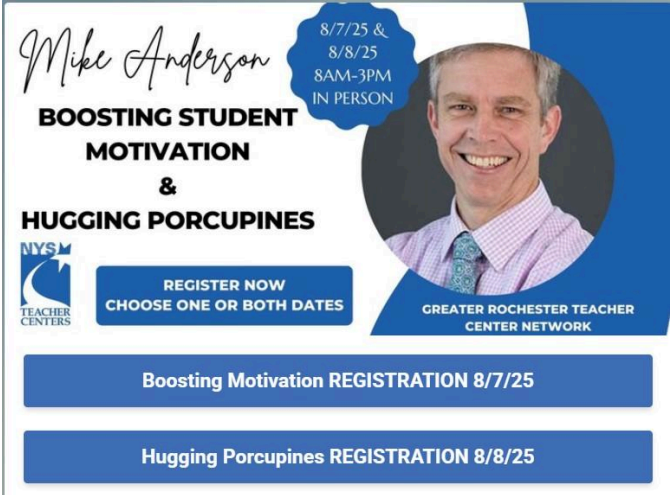
Steering Committee May 1, 2025 - 3:30- 4:30 PM online

| Topic | Time | Facilitator(s) | Notes |
|---|-----------|----------------|---|
| Welcome! Timekeeper & Minutes volunteers <ul style="list-style-type: none"> Call to order | 3:30 | Kara | |
| <ul style="list-style-type: none"> 2025-26 Greece Teacher Center Grant (draft) 2025-26 MTIP Grant | 3:31-3:45 | Marguerite | Review of NYS TC Grant. NYS Budget allocations are not 100% certain, but optimistic. Grant is being created; however, the policy board meets on 5/15 (we should know the amount by then) Budget can be modified if necessary. |
| <ul style="list-style-type: none"> Policy Board Membership 2025-26 | 3:45-3:50 | Kara | <ul style="list-style-type: none"> Policy Board Intention Form Due Monday, May 5th. As of this afternoon 21 responses In-person meetings from 4PM- 5PM: October 16, 2025, December 11, 2025, March 19, 2025 and June 11, 2026. The most important meeting is on June 11, 2026 as we vote on the Teacher Center grant budget. Teacher Openings for 2025-26 <ul style="list-style-type: none"> Holmes Road ARMS ELC LS Oly PB |
| <ul style="list-style-type: none"> 2025-26 Staff Meeting Dates | 3:50-3:55 | Kara | Look at the 25-26 staff meeting dates to see if there are 2 dates in June 2026. Recap from last meeting: There will be two choice days in June 2026. We may say that 6/2/2026 will be the last PL date in 25-2026 (instead of 6/1) as the firm cutoff. |
| <ul style="list-style-type: none"> May Professional Times Newsletter | 3:55-4:00 | Kara |  Newsletter Link |
| <ul style="list-style-type: none"> Planning next Policy Board Committee Agenda (5/15/25) Other | 4:00-4:29 | Marguerite | <p>Last meeting of 24-25. Budget will be reviewed. Members will vote.</p> <p>Content programming for meeting : ideas of PL within buildings (ie: mindfulness, ARC) for future planning</p> <p>Consistent PL or one time offerings,</p> <p>Table talk and mixed groups for sharing purposes</p> <p>Posters/sticky notes.</p> <p>Index card exit ticket: Course you enjoyed, new course you'd be interested in taking, and one you may be comfortable leading (putting in a proposal)</p> |

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| | | | Reminder: Quorum (16) 51% or 9 teachers must be present and in person for a vote. |
| <ul style="list-style-type: none"> • Vouchers • Adjourn | 4:30 | Kara | <p>Motion Made by: _Kara to adjourn the meeting at 4:06 _ PM</p> <p>Second by: ____</p> <p>Discussion: ____</p> <p>All in favor: _</p> <p>Opposed: ____</p> <p>Abstentions: ____</p> <p>Motion Carried/Not Carried Yes</p> <p>Respectfully submitted, Kara Manjerovic , Policy Board</p> |

Policy Board May 15, 2025, 4-5:00 pm

LOCATION: 1790 Latta Road, Rochester, NY 14612

| Topic | Time | Facilitator(s) | Notes |
|--|-----------|-----------------|---|
| <p>Welcome!</p> <p>Volunteer to be a timekeeper & volunteer to take minutes?</p> <ul style="list-style-type: none"> • Call to order (Quorum is 16 members with at least 51% (9) teachers) • All voting members must present or if attending virtually, must be logged in via video per open meeting law. Quorum must be in person. | 4:00-4:05 | Kara Manjerovic | <p>Don't forget to check out our Policy Board Google Site!</p> <p>Meeting was called to order at 4:03 PM by Kara Manjerovic , Policy Board Chairperson</p> |
| <ul style="list-style-type: none"> • Updates/Announcements • Vouchers • Learning Forward membership • PL Offerings for Summer: <ul style="list-style-type: none"> ◦ GRTC- Mike Anderson ◦ Cognitive Coaching | 4:05-4:20 | Marguerite |  <p>COGNITIVE COACHING:</p> <p>DEVELOPING SELF-DIRECTED LEADERS & LEARNERS</p> <p>Register today!</p> <p>We are excited to offer the Cognitive Coaching Seminar, aimed at producing self-directed persons with the cognitive capacity for excellence both independently and as members of a community. This professional learning opportunity will enhance communication abilities. Don't miss this chance to invest in your growth! Summer dates: July 9,10, 23 & 24. More options & details in this flyer: https://secure.smores.com/n/p0jbx-cognitive-coaching</p> <p>Mike Anderson summer registration now posted!</p>  <p><i>Mike Anderson</i></p> <p>BOOSTING STUDENT MOTIVATION & HUGGING PORCUPINES</p> <p>8/7/25 & 8/8/25 8AM-3PM IN PERSON</p> <p>REGISTER NOW CHOOSE ONE OR BOTH DATES</p> <p>GREATER ROCHESTER TEACHER CENTER NETWORK</p> <p>Boosting Motivation REGISTRATION 8/7/25</p> <p>Hugging Porcupines REGISTRATION 8/8/25</p> <p>Marguerite will forward these flyers to Policy Board members.</p> |

| | | | |
|--|-----------|------------|---|
| <p>New Business/ Program:</p> <ul style="list-style-type: none"> Policy Board and Steering Committee Members 2025-26 <p>Grants:</p> <ul style="list-style-type: none"> 2025-26 Greece Teacher Center Grant 2025-26 MTIP Grant (Mentor Teacher Intern Program) | 4:20-4:30 | Marguerite | <p>New 2025-26 Policy Board Members as Presented</p> <p>Motion Made by Colleen T</p> <p>Second by: Nancy B</p> <p>Discussion: None</p> <p>All in favor: 16</p> <p>Opposed: 0</p> <p>Abstentions: 1 (Ashley Dame-Marino)</p> <p>Recusal: 0</p> <p>Motion Carried</p> <p>The Greece Professional Learning Center is proud to share that funding for New York State Teacher Centers has been included in the 2026 state budget.</p> <p>We are deeply grateful to our legislative representatives and to our colleagues at <u>NYSUT</u> for their persistent efforts in securing this essential support for educators across New York State year after year.</p> <p>Motion Made by Nancy Bandy to approve the Greece Teacher Center and the Greece Mentor Teacher Intern Program Grant Budget as presented below:</p> <p>Second by: Todd Smith</p> <p>Discussion: How are people selected to take the Harvard course? 6 people from the mentor teacher cadre volunteered to take the course.</p> <p>All in favor: 17</p> <p>Opposed: 0</p> <p>Abstentions: 0</p> <p>Recusal: 0</p> <p>Motion Carried</p> <p><i>Note: When voting results are “unanimous” specific names need not be listed. Votes that are <u>not unanimous</u> shall include how each member voted and if the motion was carried.</i></p> |
|--|-----------|------------|---|

25-26 Grants/Programs
Greece TC Grant

| SUBTOTAL | CODE | PROJECT COSTS |
|------------------------|------|---------------|
| Professional Salaries | 15 | \$17,170 |
| Support Staff Salaries | 16 | \$0 |
| Purchased Services | 40 | \$32,429 |
| Supplies and Materials | 45 | \$6,351 |
| Travel Expenses | 46 | \$5,196 |
| Employee Benefits | 80 | \$2,959 |
| Indirect Cost | 90 | \$2,187 |

| | | |
|------------------|----|----------|
| BOCES Services | 49 | \$0 |
| Minor Remodeling | 30 | \$0 |
| Equipment | 20 | \$0 |
| Grand Total | | \$66,292 |

Mentor Teacher Intern Program (MTIP) Grant

| SUBTOTAL | CODE | PROJECT COSTS |
|------------------------|------|---------------|
| Professional Salaries | 15 | \$42,282 |
| Support Staff Salaries | 16 | \$0 |
| Purchased Services | 40 | \$0 |
| Supplies and Materials | 45 | \$0 |
| Travel Expenses | 46 | \$0 |
| Employee Benefits | 80 | \$7,283 |
| Indirect Cost | 90 | \$1,675 |
| BOCES Services | 49 | |
| Minor Remodeling | 30 | |
| Equipment | 20 | |
| Grand Total | | \$51,240 |

| | | | |
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| Policy Board & Steering Committee 2025-26 Dates | 4:30-4:35 | Marguerite | 2025-26 Policy Board Meetings (meeting invites will be sent tomorrow with 25-26 policy board members) Must attend 3 out of 4 meetings with 6/11 being the most important due to budget vote. Question about why our last meeting is in June? Answer- budget details confirmed, meeting space availability, and avoiding testing weeks for greater administrative feedback. |
|--|-----------|------------|--|

2025-2026 Greece Professional Learning Policy Board & Steering Committee* Agendas / Minutes

| 2025-26 Dates | Type of Meeting | Location | Location (meeting invites will be sent by Marguerite to committee members) | Time |
|---------------|--------------------------------------|-----------|---|--------------|
| 9/18/25 | Greece PLC Steering | Virtual | https://meet.google.com/ppt-kyfe-bjw | 3:30-4:30 pm |
| 10/16/25 | Greece PLC Policy Board | In person | 1790 Latta Road, Roch, NY | 4:00-5:00 pm |
| 11/13/25 | Greece PLC Steering | Virtual | https://meet.google.com/svp-uxzj-zpr | 3:30-4:30 pm |
| 12/11/25 | Greece PLC Policy Board | In person | 1790 Latta Road, Roch, NY | 4:00-5:00 pm |
| 1/15/26 | Greece PLC Steering | Virtual | https://meet.google.com/rtt-hrbn-vcq | 3:30-4:30 pm |
| 2/12/26 | Greece PLC Steering | Virtual | https://meet.google.com/sum-ksfw-zeb | 3:30-4:30 pm |
| 3/19/26 | Greece PLC Policy Board | In person | 1790 Latta Road, Roch, NY | 4:00-5:00 pm |
| 4/16/26 | Greece PLC Steering | Virtual | https://meet.google.com/uie-jehm-xce | 3:30-4:30 pm |
| 5/28/26 | Greece PLC Steering | Virtual | https://meet.google.com/oiz-qazk-msd | 3:30-4:30 pm |
| 6/11/26 | Greece PLC Policy Board (Grant Vote) | In person | 1790 Latta Road, Roch, NY 14612 | 4:00-5:00 pm |

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|--|---------------|---------------|--|
| Program: | 4:35-4:59 | Kara & Kaylee | Exit Ticket Great idea you heard today? What is one new course you might want to take? What is one course you'd like to potentially lead? |
| • End of Year PL ideas- sharing • Would you be willing to offer PL for 2025-26? | | | |
| • Adjournment: | 4:59- 5:00 PM | Kara | |

Motion Made by: to adjourn the meeting at 4:45 PM by Ashley Dame-Marino

Second by: Elizabeth Simons

Discussion: none

All in favor: 17

Opposed: none

Abstentions:

Motion Carried

Respectfully submitted, Kara Manjerovic , Policy Board Chairperson

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Steering Committee June 12, 2025 - 3:30-4:30 PM online

| Topic | Time | Facilitator(s) | Notes |
|--|-----------|---|---|
| <p>Welcome!</p> <p>Timekeeper & Minutes volunteers</p> <ul style="list-style-type: none"> Call to order | 3:30 | Kara | 3:30 |
| <ul style="list-style-type: none"> Old Business: Badgelist New Business Extra work forms | 3:31-4:00 | <p>Marc (Marc was unable to attend and provided notes for Marguerite to share with the committee)</p> <p>Marguerite</p> <p>Kara</p> | <p>Badge List Update: How to make the program more efficient and take feedback to make the process smoother. We'll continue for 25-26 with modifications.</p> <p>Current modifications 6/1-7/1 - Badges are closed for processing. Banner is on the badge page and members are informed. Anyone who completed a badge in 24-25, but didn't submit the certificate in Frontline, (members had until 6/1, we gave them until 6/6), so anything afterwards is being denied.</p> <p>Modifications moving forward: Timely reporting (such as number of members participating, how many hours, etc) and accurate payments for badge assessors. Working with payroll and Lynn G.</p> <p>Activity proposals will be put in Frontline as a course seasonally. Teachers will register themselves. THEN go into the Badge list to complete the Badge. There is not a certificate to upload.</p> <p>Just like an online class, badges will now be set at 25 participants. This ensures accurate budgeting in workforms. This presented a challenge previously as the numbers may have been too great. Instructors may teach another section if they have more participants in mind.</p> <p>PL Guide directions will be updated by Kara and Marguerite so members will know and be informed for the upcoming school year.</p> <p>Instructor Led-Learning Payroll Vouchers:</p> <p>The district expects this work to be completed at your work site. Note that it is not approved to occur on weekends, holidays, or school breaks.</p> <p>(note 2 minimum is for study groups or book studies only. Still need 4 to be paid for instructor led learning. If less than 4 the instructor can choose to run as a study group or cancel)</p> <p>AI Prompts to Develop Professional Learning (PL) this guide was provided by Teacher Centers. Kara suggested we link this to the FAQ in the PL guide.</p> <p>PL Exit Ticket Debrief: Please let Marguerite and Kara know if you have any ideas / new PL/ Webinars on the "What is the PL you would like to take" section. We will be sure to include them in our newsletter.</p> |
| <ul style="list-style-type: none"> PL Exit Ticket Debrief | | | |

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|---|------|------|--|
| <ul style="list-style-type: none"> Steering Committee Membership 25-26 | | | <p>11 members (Liz Simmons. switch with Barb M)</p> <p>Arcadia M., Holmes Rd,. and Lakeshore still need Policy Board members for 25-26 (TOSA’S (Kayleigh, David B and Liz - if they may adopt one of these schools to disseminate information if we don’t get a member)</p> |
| <ul style="list-style-type: none"> Vouchers (send to Secretary- Professional Learning Center Rebecca Hinds) Adjourn | 4:30 | Kara | <p>Motion Made by: _Michelle_ to adjourn the meeting at _4 PM</p> <p>Second by: _Erin__</p> <p>Discussion: __</p> <p>All in favor: _3_</p> <p>Opposed: __</p> <p>Abstentions: __</p> <p>Motion Carried</p> <p>Respectfully submitted, Kara Manjerovic , Policy Board _Chairperson_____</p> |

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