

# 2021-2022 Greece Policy Board & Steering Committee\* Agendas / Minutes

Date	Type of Meeting	Location	Zoom Log in (meeting invites will be sent by Marguerite to committee members)	Time
9/23/21	Greece PLC Steering Committee	Virtual		3:00-4:00pm
10/21/21	Greece PLC Policy Board Committee	Virtual		4:00-5:30pm
11/18/21	Greece PLC Steering Committee	Virtual		3:00-4:00pm
12/2/21	Greece PLC Policy Board Committee	Virtual		4:00-5:30pm
2/17/22	Greece PLC Steering Committee	Virtual		3:00-4:00pm
3/24/22	Greece PLC Policy Board Committee	<b>In person, PLC</b>	1790 Latta Road, Rochester, NY 14612 (Room 170)	4:00-5:30pm
4/14/22	Greece PLC Steering Committee (Final grant review and Director Eval)	Virtual		3:00-4:00pm
5/19/22	Greece PLC Policy Board Committee (Grant Budget Vote)	<b>Virtual</b>	1790 Latta Road, Rochester, NY 14612 (Room 126)	4:00-5:30pm

**TABLE OF CONTENTS** - [Please click on the date and then click on link below to get to correct page](#)

<b>PB/SC Meeting Attendance via Zoom (Names with * are Steering Committee &amp; PB members)</b>	<b>2</b>
<a href="#">Steering Committee 9/23/21 - 3:00-4:00 pm online</a>	<a href="#">4</a>
<a href="#">Policy Board October 21, 2021 - 4:00-5:30 pm online</a>	<a href="#">5</a>
<a href="#">Steering Committee November 18, 2021 - 3:00-4:00 pm online</a>	<a href="#">8</a>
<a href="#">Policy Board December 2, 2021 - 4:00-5:30 pm online</a>	<a href="#">9</a>
<a href="#">Steering Committee February 17, 2022 - 3:00-4:00 pm online</a>	<a href="#">11</a>
<a href="#">Policy Board March 24, 2022 - 4-5:30 pm In person (1790 Latta Road)</a>	<a href="#">12</a>
<a href="#">Steering Committee April 14, 2022 - 3:00-4:00 pm online</a>	<a href="#">14</a>
<a href="#">Policy Board May 19, 2022</a>	<a href="#">15</a>

Greece PB/SC Meeting Attendance via Zoom (Names with \* are [Steering Committee & PB members](#))

Members Attendance:	9/23	10/21	11/18	12/2	2/17	3/24	4/14	5/19
<b>Bailey-Clar, Christine*</b> (Teacher)	A	A	X	A	x	X	X	x
<b>Banty, Nancy</b> (Teacher)		X		X		A		A
<b>Blahowicz, David</b> (Teacher)		A		A		X		A
<b>Cafarella, Laura</b> (Teacher)		X		A		X		A
<b>Deans, Karen</b> (Teacher)	N/A	N/A	N/A	N/A	N/A	X		A
<b>Dame-Marino, Ashley</b> (Teacher)		X		X		X		x
<b>Dupra, Kimberly</b> (Teacher)		X		X		X		A
<b>Ebert, Michelle*</b> (Teacher)	x	X	X	A	x	X	A	x
Jackson, Erin* (Private Schools)	x	X	A	X	x	X	X	x
<b>Girolamo, Lynn*</b> (Teacher)	X	X	A	X	x	X	A	x
Hildenbrand, Susan (Higher Ed)		X		X		A		x
Juszczak, Jason (Admin)		A		X		X		A
<b>Manjerovic, Kara</b> (Teacher/ GTA)		A		X		X		x
Mariano, Tom* (Admin)	X	X	X	X	x	X	x	X
<b>Marrese, Cheryl</b> (Teacher)		A		X		X		x
<b>Morreale, Barbara</b> (Teacher)		A		A		N/A		N/A
<b>Pioli, Michele</b> (Teacher)		X		A		X		x
<b>Quackenbush, Yolanda</b> (Teacher)		A		A		A		A
<b>Ripple, Robin</b> (Teacher)		A		A		A		A
<b>Robinson, Sheila*</b> (Teacher/Business)	X	X	X	X	X	X	X	x
<b>Scamacca, Michelle</b> (Teacher)		X		X		A		x
<b>Simons, Elizabeth*</b> (Teacher)	X	X	X	X	x	X	X	x
Smalline, Jeremy* (Supt Designee)	A	X	A	A	X	X	A	A
<b>Stettner, Holly</b> (Teacher/ GUSTO)		A		X		A		A
<b>Thornton, Kevin</b> (Teacher)		A		A		A		A
<b>Walker, Lyn</b> (Teacher)		A		A		A		X
<b>Wasilewski, Suzanne</b> (Teacher)		A		X		X		X
Wright, Emily (Parent)		A		A		A		A
Other:								
Dimgba, Marguerite (Director)	x	X	X	X	X	X	X	X

New members as of 5.19.22 Regia Bridges & Colleen Thondike X, Kaylee Bennett X

**Community /Non-Committee Attendance: 3/24/22** Shawna Sweet, Todd Smith, Suzanne Petitfer, Christine Baker

5/19/22 Elise LeBeau

## Steering Committee 9/23/21 - 3:00-4:00 pm online

Topic	Time	Facilitator(s)	Notes
Welcome! Timekeeper & Minutes volunteers <ul style="list-style-type: none"> <li>• Call to order</li> <li>• We must have a quorum (5 with at least 3 being teachers) to hold this meeting. All voting members must be logged in via video.</li> <li>• Introductions</li> </ul>	3:00-3:01	Liz	
<ul style="list-style-type: none"> <li>• New Business</li> <li>• <a href="#">Review: Role of SC and PB</a></li> <li>• What is a TC</li> <li>• What can PB members do at their buildings to support job embedded PL?</li> <li>• <b>Needs Assessment Survey Data</b></li> </ul>	3:01-3:40	Sheila & Marguerite	<a href="#">Link to presentation</a>
<ul style="list-style-type: none"> <li>• Planning next month's Policy Board Committee Agenda</li> <li>• <a href="#">Re-registration Process in the TEACH system</a> and Continuing Teacher and Leader Education (CTLE) Flexibility <a href="#">CTLE</a></li> </ul>	3:40-3:59	All	
<ul style="list-style-type: none"> <li>• Adjourn</li> </ul>	3:59-4:00	Liz	Motion Made by: <u>  Sheila  </u> to adjourn the meeting at <u>  3:57  </u> PM Second by: <u>  Michelle  </u> Discussion: <u>          </u> All in favor: <u>  6  </u> Opposed:0 Abstentions:0 <b>Motion Carried</b>  Respectfully submitted, Elizabeth Simons, Policy Board Co-Chair

[\(back to top\)](#)

## Policy Board October 21, 2021 - 4:00-5:30 pm online

Topic	Time	Facilitator(s)	Notes
<p>Welcome <a href="#">Policy Board Members!</a>  Volunteer to be timekeeper &amp; volunteer to take minutes?</p> <ul style="list-style-type: none"> <li>• Call to order (Quorum is 14 members with at least 51% teachers/ 8 teachers)</li> <li>• <a href="#">Approval of May Minutes</a></li> <li>• <a href="#">Approval of Committee Members (Welcome to new members!)</a></li> </ul>	4:00-4:05	Liz Simons and Lynn Girolomo	<p>Introductions around the room for new members.  Minutes Vote &amp; Committee Members:  Motion Made by <u>Susie</u>  Second by: <u>Liz</u>  Discussion:  All in favor: <u>14</u>  Opposed: <u>0</u>  Abstentions: <u>0</u>  Motion Carried</p> <p>New Policy Board Members:  Dame-Marino, Ashley  Teachers (West Ridge),</p> <p>Juszczak, Jason  Administrators</p> <p>Stettner, Holly  Teachers (GUSTO)</p> <p>Cafarella, Laura  Teachers (Buckman Heights)</p> <p>Manjerovic, Kara Teachers  (Greece Teachers Association)</p> <p>Pioli, Michele  Teachers (Lakeshore)</p> <p>Sheila Robinson (Business Rep)</p>
<ul style="list-style-type: none"> <li>• <a href="#">Robert's Rules of Order Review</a></li> <li>• <a href="#">Open Meeting Laws</a></li> </ul>	4:05-4:10	Marguerite Dimgba	How Policy Board Meetings are conducted.
<ul style="list-style-type: none"> <li>• <a href="#">FS10A Budget Amendment Vote</a></li> </ul>	4:10-4:15	Marguerite Dimgba	<p>FS10A Vote:  Motion Made by  <u>Lynn</u> to approve the budget amendments as presented  Second by: <u>Tom</u>  Discussion: <u>Explanation of Regents Review program</u>  All in favor: <u>13</u>  Opposed: <u>0</u>  Abstentions: <u>0</u>  Recusals: <u>3</u>  Motion Carried</p>

<ul style="list-style-type: none"> <li>• Frontline &amp; Grants Updates</li> <li>• <a href="#">Stretching Your Learning Edges with Jennifer Abrams</a></li> <li>• <a href="#">The Main Idea Districtwide Membership</a> password:engage</li> <li>• <a href="#">Learning Forward Districtwide Membership</a></li> </ul>	4:15-4:20	Marguerite Dimgba	<p><a href="#">*Policy Board Website</a></p> <p>*TC, GRTCN, MTIP, SLT Grants Updates</p> <p>*Efficient catalog search Calendar view is a great feature. You can see courses on a calendar. When you login you can search by date, course, keywords, etc. It also filters out courses you may not be interested in.</p> <p><a href="#">*Upcoming PL offerings</a></p>
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Here is a list of free professional learning open up to all educators in your districts. Please forward and advertise. The title is a link to the registration. There is no cost to participate.

[Professional Learning Opportunities](#)

Greece Professional Learning Center is providing you with a subscription to **THE MAIN IDEA** -- a service for busy educational leaders. For a year, you will receive monthly **summaries** (on the **15th of each month**) of important new education books along with WORKSHOP IDEAS you can use with staff.

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Note: Greece has a districtwide subscription. You may share these summaries and professional learning with Greece staff.

<ul style="list-style-type: none"> <li>• Review: What is a Teacher Center and What is a Policy Board?</li> </ul>	4:20-4:30	Liz Simons & Marguerite Dimgba	Sheila shared the relationships between the GCSD PLC/ GRTC/NYS Teacher Centers and NYSUT. SED is the entity that funds grants. <a href="#">Click HERE for presentation.</a>
<ul style="list-style-type: none"> <li>• Role of a Policy Board Member</li> </ul>	4:30-4:45	Lynn & Liz	<ul style="list-style-type: none"> <li>• Attending meetings and advocating to/for your building is important</li> <li>• Share information about PL &amp; Frontline to the staff you work with</li> </ul>

Notes:

- Advocates
- Focus on Professional Learning at the building level
- Attend 4 meetings a year
- 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

<ul style="list-style-type: none"> <li>• <a href="#">Needs Assessment Data</a></li> <li>• <a href="#">New Teacher Induction Data</a></li> </ul>	4:45-5:20	Sheila Robinson	Click on the title to the left for this presentation.
<ul style="list-style-type: none"> <li>• Updates</li> <li>• New Business</li> <li>• Announcements</li> </ul>	5:20-5:30	Marguerite Dimgba	1. Tom/LynnFirst digital innovation team meeting. K-12 was represented. Work with standards, tools and choice

<ul style="list-style-type: none"><li>• Adjourn</li></ul>			<p>menus. Our hope is that the building reps will share with their school staff. There are 3 additional full days. The work on the welcoming and affirming environment is connected to this work. Piloting K2 buildings panel displays.</p> <p>2. Suzie: St. John Fisher College, we are trying to recruit more graduate students to go into teaching but our numbers are low. Lynn added that the new teachers we had this year were very well prepared and excellent skills.</p> <p>3. Olympia, raised funds during the PL day for charity. “Soup off” was a creative way to build community and to give to a good cause.</p>
<p>Motion Made by: Liz to adjourn the meeting at 5:28 PM</p> <p>Second by: Lynn</p> <p>Discussion: _____</p> <p>All in favor: __15__</p> <p>Opposed: __0__</p> <p>Abstentions: __0__</p> <p>Motion Carried</p> <p>Respectfully submitted, Elizabeth Simons, Policy Board Co-Chair</p>			

[\(back to top\)](#)

## Steering Committee November 18, 2021 - 3:00-4:00 pm online

Topic	Time	Facilitator(s)	Notes
<p>Welcome!</p> <p>Timekeeper &amp; Minutes volunteers</p> <ul style="list-style-type: none"> <li>• Call to order</li> <li>• We must have a quorum (5 with at least 3 being teachers) to hold this meeting. All voting members must be logged in via video.</li> </ul>	3:00-3:05	Liz	Meeting started at _3:15____. We have a quorum.
<ul style="list-style-type: none"> <li>• New Business</li> <li>• SED Minutes Requirements</li> </ul>	3:05-3:20	<p>Liz</p> <p>Marguerite</p>	<p>From Dawn Graham, SED Teacher Center Program Office:</p> <p>Voting: If not unanimous, include names of how members voted (opposed, abstained, recused) To pass a motion a majority of the total board membership (Not the majority of the quorum is required).</p> <p>We have a couple of policy board members who never attend meetings. We do have a requirement that they must attend 4 meetings a year. Longridge, Pine Brook and Odyssey representatives have not attended for the past two years. This is impacting our board from having a quorum.</p> <p>We can edit the bylaws to say that you must 75% of the meetings then a new representative will be found. MD will reach out to contact via phone. MD to reach out to the principals as well.</p>
<ul style="list-style-type: none"> <li>• Planning next month's Policy Board Committee Agenda</li> </ul>	3:20-3:55	All	<p>Please see next page for agenda template/draft</p> <p>Possible Ideas:</p> <ul style="list-style-type: none"> <li>• PL Feedback/data review</li> <li>• Mentoring Handbook/guide</li> <li>• Liz suggested creating a mentor handbook for Greece teachers. She would like to review ideas with the committee and to get more buy in at December PB meeting.</li> <li>• Sheila at the March PB meeting we can look at the feedback forms and to see if the questions are working well for</li> </ul>

			<p>instructors and for districtwide PL programs. We can determine a few questions to look at or if we are missing an opportunity to ask participants about program development. We can look at the questions. Do we have a set of goals on PL experiences? Maybe look at the overall big goals of districtwide PL. Look at the evolution of feedback in terms of virtual PL. Teachers are social but have a lot on their plates.</p> <p>Liz: <a href="#">Leading the Learning</a>: There is a chapter 20 must do to re-start teaching.</p> <ul style="list-style-type: none"> <li>• Look at the mentor handbook for the December meeting and look at PL Data at the March meeting.</li> <li>• Tom focuses on Technology at the elementary teachers with the boxlight panels which are replacing the smart boards.</li> <li>• ATMS Leader in Me Prof Learning with staff and students. This is well received by teachers and reflection.</li> </ul>
<ul style="list-style-type: none"> <li>• Adjourn</li> </ul>	3:55-4:00	Liz	<p>Motion Made by: Michelle to adjourn the meeting at <u>3:57</u> PM</p> <p>Second by: Tom <u>          </u></p> <p>Discussion: <u>None</u></p> <p>All in favor: <u>5</u></p> <p>Opposed: <u>          </u></p> <p>Abstentions: <u>          </u></p> <p>Motion Carried</p> <p>Respectfully submitted,  <u>Liz Simons</u>, Policy Board Chair</p>

[\(back to top\)](#)



**Policy Board December 2, 2021 - 4:00-5:30 pm online**[illegible]

SUBTOTAL	EXPLANATION (Provide same detail as required in FS-10 Budget)	SUBTOTAL INCREASE	SUBTOTAL DECREASE
40 - Purchased Services	Special Ed Cert Course Instructor in Biology: 45 hours X \$65 per hour = \$2,925. Special Ed Cert Course Instructor Math: 45 hours X \$65 per hour = \$2925	\$5,850	
45 - Supplies & Materials	Books from Mira Via LLC to support NYSTC Spring Symposium: Stretching Your Learning Edges by J. Abrams . 140 books X \$29.71 = \$4150.40 plus Shipping and Handling \$189.70	\$4,340	
46 - Travel Expenses	\$10,190 decrease in travel due to cancelation of New Director in person conference. \$4,340 to supplies and \$5,850 to purchased services.		\$10,190
<ul style="list-style-type: none"> <li>Greece Professional Learning Updates:</li> </ul>	4:25-4:30	Marguerite & Kara Manjerovic	<p>Hands-on session to review all of the changes to the new system.</p> <p><a href="#">*Getting Started with Frontline</a></p> <p><a href="#">*Greece PL Catalog List View</a></p> <p><a href="#">*Greece PL Catalog Calendar View</a></p> <p><a href="#">*Professional Times Newsletter</a></p> <p><a href="#">*Welcome to the PLC</a></p> <p><a href="#">*Come on in...see what you can create!</a></p> <p>*Registering for a course</p> <p>*Proposing a course</p> <p>*Points &amp; more!!</p> <p>There is a <i>Mother's Room</i> in the new building, too!</p> <p>Would participants like to meet in person in March? Marguerite will send us a survey.</p> <p><b>Featured Programs</b></p> <p><a href="#">*The Agile Learner by James Anderson</a></p> <p>James Anderson explaining The Agile Learner- 2:49min.</p> <p><a href="https://youtu.be/SdqHBCO-3L0">https://youtu.be/SdqHBCO-3L0</a></p> <p><a href="#">*Stretching Your Learning Edges with Jennifer Abrams</a>.March 10, 2022 (4-6 PM) Online, CTLE Hours: 2</p>

## Winter Programs (Registration opens 12/8/21)

Activity Title	Start Date	End Date
We Want to Do More Than Survive: Abolitionist Teaching and the Pursuit of Educational Freedom by Dr. Bettina Love	1/1/2022	3/31/2022
Compassion Fatigue Awareness	1/3/2022	2/18/2022
Cultivating Awareness and Resilience in Education (CARE) for Teachers	1/5/2022	3/30/2022
Onward: Cultivating Emotional Resilience in Educators by Elena Aguilar Book Study	1/10/2022	3/1/2022
Dr. Greene's Collaborative & Proactive Solutions (CPS) Professional Learning Community (PLC)	1/10/2022	4/29/2022
Special Education (SE) Certification Extension Course PreK-K	1/10/2022	4/11/2022
SE (Special Education) Certification Extension Course - Biology	1/10/2022	4/26/2022
The Burnout Cure: Learning to Love Teaching Again	1/10/2022	3/7/2022
Creating a Culturally Responsive Classroom: Digital Tools and Resources to Support Diversity	1/12/2022	2/9/2022
Creating LGBTQ+ Inclusive Schools: Advanced Conversations for Educators, Facilitated by Jeannie Gainsburg, Author of The Savvy Ally	1/12/2022	1/12/2022
Special Education (SE) Certification Extension Course PreK-K	1/12/2022	5/4/2022
Unconscious Bias: Personal and Professional Impact 1/13/22 Synchronous 6-9 PM	1/13/2022	1/13/2022
Building Our Confidence with LGBTQ+ Terminology and Etiquette, Facilitated by Jeannie Gainsburg, Author of The Savvy Ally	1/20/2022	1/20/2022
The Agile Learner with James Anderson, Author	2/3/2022	2/10/2022
Multiple Dimensions of Identity: How Does Identity Impact Student Achievement? 2/10/22 Synchronous 6-9 PM	2/10/2022	2/10/2022
Culturally Responsive Sustaining Education (CRSE) and the Brain	2/10/2022	2/10/2022
Courageous Conversations About Microaggressions Level 2, 2/17/22 Synchronous 6-9 PM	2/17/2022	2/17/2022
Train the Trainer Course: Special Education (SE) Extension in Biology	3/1/2022	3/1/2022
Train the Trainer Course: Special Education (SE) Extension in Math	3/3/2022	3/3/2022
Special Education (SE) Certification Extension Course 5-6 and 7-8	3/8/2022	6/8/2022
'Stretching Your Learning Edges: Growing (Up) at Work' with Jennifer Abrams	3/10/2022	3/10/2022
Train the Trainer Course: Special Education (SE) Extension in ELA	3/15/2022	3/15/2022
Compassion Toolkit	4/1/2022	5/20/2022
SE (Special Education) Certification Extension Course 10-12	4/1/2022	6/15/2022
Recognizing Microaggressions and the Messages They Send 4/14/22 Synchronous 6-9 PM	4/14/2022	4/14/2022
Addressing Race and Trauma in the Classroom 5/5/22 Synchronous 6-9 PM	5/5/2022	5/5/2022

<ul style="list-style-type: none"> <li>New Business: Building Share out- What PL is occurring in your building?</li> </ul>	4:30-4:40	Liz	<ul style="list-style-type: none"> <li>None</li> </ul>
<ul style="list-style-type: none"> <li>Program: Mentor Handbook</li> </ul>	4:40-5:10	Liz	<ul style="list-style-type: none"> <li>Open discussion- new teachers who don't qualify for a mentor need ideas too. Members contribute ideas to this concept.</li> <li>Who is mentoring? TOSA's, mentors, stipend positions</li> <li>Participants share ideas about observing other mentos, and groups of mentors meeting monthly</li> <li>Partnership agreements</li> </ul>
<ul style="list-style-type: none"> <li>Adjourn</li> </ul>	5:10	Lynn	<p>Motion Made by: <u>Lynn</u> to adjourn the meeting at <u>5:10</u> PM</p> <p>Second by: <u>Tom</u></p> <p>Discussion: <u>None</u></p>

			All in favor: <u>  15  </u> Opposed: <u>  0  </u> Abstentions: <u>  0  </u> Motion Carried Respectfully submitted, <u>Liz Simons, Greece PLC Policy</u> <u>Board Co-Chair</u>
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[\(back to top\)](#)

## Steering Committee February 17, 2022 - 3:00-4:00 pm online

Topic	Time	Facilitator(s)	Notes
<p>Welcome!</p> <p>Timekeeper &amp; Minutes volunteers</p> <ul style="list-style-type: none"> <li>• Call to order</li> <li>• We must have a quorum (6) to hold this meeting. All voting members must be logged in via video.</li> </ul>	3:00-3:01	Liz/Lynn	
<ul style="list-style-type: none"> <li>• New Business</li> </ul>	3:01-3:15	Marguerite	<p><u><a href="#">*New Frontline Dashboard. "My Growth Journey" Video</a></u></p> <p>Marguerite shares new Frontline Dashboard, including the tab "My Growth Journey". New Activities window in the lower right could provide updates the District wants to promote. The goals section is underutilized but could be used to create building &amp; personal goals in addition to District goals.</p>
<p><b>Frontline Professional Growth</b></p> <p>A new learner-focused landing page for all Professional Growth users, My Growth Journey delivers a comprehensive view into professional learning activity and evaluations already completed ("Where I've Been"), in-progress learning and evaluation events ("Where I Am Now"), growth goals for the future ("Where I'm Going"), as well as personalized learning resources to aid in the journey ("How I Get There"). This new page provides a graphical, action-oriented dashboard to help every staff member map and navigate their unique professional growth journey.</p>			
<ul style="list-style-type: none"> <li>• Planning next month's Policy Board Committee Agenda</li> </ul>	3:15-3:29	All	<p>Mentoring/ New Teacher Induction</p> <p>Sheila &amp; Liz recommend that mentors need more support. Jeremy inquires what types of opportunities. 4 Day Adaptive Schools, agreeing how to be an efficient organization, great for school teams and school leaders.</p> <p>Q: Can more information be sent to the group. Maybe pass along to the summer leadership group. We also want to make sure that this addresses the needs of the mentor as well in addition to cognitive coaching.</p> <p><u><a href="https://www.thinkingcollaborative.com/aboutas">https://www.thinkingcollaborative.com/aboutas</a></u></p> <p>Sheila: Adaptive schools was good for SIT team members</p> <p>Asked on the survey: What one or two strategies have you found most successful or impactful in mentoring new teachers?</p> <p>Responses: Cognitive Coaching- It empowers the teachers to learn</p>

			<p>more about themselves as an educator and builds upon the strengths they are bringing to the profession. AND Cognitive Coaching strategies help me be productive and use time efficiently.</p> <p>Professional Learning: New GTA Contract Implications (Role of the Policy Board)</p>
<p>Notes: Marguerite proposes amending bi-laws to include more stakeholders. Tom adds that an increased interest in Professional Learning needs to be considered. Christine adds that adding more people will increase attendance, possibly. Jeremy explains that we are trying to navigate the new contract article that includes PL. We have a greater need to vet what's available. As we develop it, it will grow. Michelle thinks adding 3 more admins (elementary, middle, HS). The group discusses letting the groups decide how to break it down. We discuss attendance again, discussing attending a minimum of 3 out of the 4 meetings. Lynn asks when these changes will take place and Marguerite explains that it takes 30 days from a proposal to change a bylaw. What will be the policy board's role in the new PL roll out? We look at the agenda for March and make adjustments.</p> <p>Jeremy summarizes many of the conversations happening behind the scenes. We need voices to articulate how this will roll out and accountability. This work shouldn't be done in isolation, but the policy board voices need to be included. We need to be mindful that we don't exclude any one group from these conversations. We need to free our minds of how we do things, and consider this a new beginning for professional learning in GCSD. It needs to be turned around by July 1, 2022. We need a vision of what this will look like in 3 years. How will it look by September 1st, etc, and set goals for each step of the way. Tom suggests this meeting might be more productive in person. Jeremy suggests we get as many people as can attend, and present a framework of what they're thinking and what the work is going to be. It will identify who wants to be a part of it going forward. Marguerite will talk to Brent about facility use. We can still offer the virtual link. Liz reiterates that it is important to have the voices from private/parochial and higher ed; Marguerite reminds the committee that sub-committees are definitely an important part of the work</p>			
<ul style="list-style-type: none"> <li>Adjourn</li> </ul>	3:59-4:00	Liz/Lynn	<p>Motion Made by: <u>Jeremy</u> to adjourn the meeting at 4:04 PM</p> <p>Second by: <u>Christine</u></p> <p>Discussion: <u>none</u></p> <p>All in favor: <u>9</u></p> <p>Opposed: <u>none</u></p> <p>Abstentions: <u>none</u></p> <p>Motion <b>Carried</b>/Carried</p> <p>Respectfully submitted, <u>Elizabeth Simons</u></p>

## Policy Board March 24, 2022 - 4-5:30 pm

**In person, 1790 Latta Road, Room 170 (We would prefer an in person meeting)**

Optional zoom:

Join Zoom Meeting

<https://us02web.zoom.us/j/88154167474?pwd=WUw2WG0vL2ZDUjlFTU9yUmhnZ0xUZz09>

Meeting ID: 881 5416 7474

Topic	Time	Facilitator(s)	Notes
<p>Welcome!</p> <p>Volunteer to be a timekeeper &amp; volunteer to take minutes?</p> <ul style="list-style-type: none"> <li>• Call to order (Quorum is 14 members with at least 51% teachers)</li> <li>• Approval of December minutes</li> <li>• Welcome new member,</li> </ul>	4:05-4:15	Liz Simons and Lynn Girolomo	<p><a href="#">Don't forget to check out our Policy Board Google Site!</a></p> <p>Minutes Vote:            Motion Made by <u>Christine B-C</u>            Second by: _____            Discussion: _____            All in favor: <u>14</u>            Opposed: <u>0</u>            Abstentions: _____  <b>Motion Carried</b></p> <ul style="list-style-type: none"> <li>• Karen Deans new Policy Board member from ARMS. Thank you to Barb Morreale for all of your years of service.</li> <li>• Motion to approve Karen Deans as new Policy Board member from ARMS.</li> </ul> <p>Motion Made by <u>Kara M</u>            Second by: <u>Tom M</u>            Discussion: _____            All in favor: <u>14</u>            Opposed: <u>0</u>            Abstentions: _____  <b>Motion Carried</b></p>
<ul style="list-style-type: none"> <li>• <a href="#">Mid-year Status Updates</a> (FYI)</li> <li>• New Business: <a href="#">Proposed Bylaw Amendments</a> (Reading only, vote at May 19th meeting)</li> <li>• <a href="#">April 8th Professional Learning Day Flyer</a></li> <li>• <a href="#">New York State Teacher Center Spring Catalog</a></li> <li>• Announcements</li> <li>• New Business/Building Share out- What PL is occurring in your building?</li> </ul>	4:15-4:43	Marguerite Dimgba	<p><b>*<a href="#">New Frontline Dashboard, "My Growth Journey" Video</a></b></p> <p>Marguerite explains the rationale behind reviewing the ByLaws and the process for changing them. Proposals are in red font. Adding committee members, revisiting attendance language, reviewing numbers for quorum, adding members to the Steering Committee</p> <p>Kim asks if there could be "alternates", but Marguerite checked with State Ed and found out this is not allowed. Kim also suggests that more people may want to join if they know the terms are not forever.</p> <p>For the <a href="#">April 8th Professional Learning Day</a>, please work with your principal to share the flyer with staff. For the sessions where staff register themselves, please remind them to first log into their <a href="#">Greece Frontline Account</a>, then click on the registration link.</p> <p>Lynn highlights the "Google Workspace Drop in" options for staff from 9-11:30 am (TA's, CCA's might be interested)</p>

- Lynn highlights the “Google Workspace Drop in” options for staff from 9-11:30 am (TA’s, CCA’s might be interested)
- Marguerite shares the NYSTC catalog (PL offered state wide).
- Ashley shares West Ridge book study update (The Guide for White Women Who Teach Black Boys)
- Christine Baker shares District TCI training happening and additional opportunities in the works.
- Suzanne W shares the ELL PL happening at Paddy Hill.
- Kim shares that the American Reading rep came to Autumn Lane and she was able to go into classrooms to answer questions. The K teachers appreciated the follow up from the IRLA support that started last year
- Holmes Road, Book Study: Everyday Anti-Racism
- Villa of Hope: meeting with Autism Specialist to grow understanding of working with students with Autism
- Christine shares the Athena Middle book study on 7 Habits of Highly Effective Teens. The program is “Leader In Me”.
- Todd shares 58 half day training sessions happening at buildings from the math textbook rep (it ended today).
- Lynn shares that she and Mike Titus are offering support with Google programs- specific training for DI, Kids Care, HR, and can offer specific support for buildings upon request. Feel free to share the blurb below to promote Google Workspace training for your clerical/office staff!

**“Google Workspace Training is available for any Administrative Assistants, Secretaries, Front Office Staff, etc. Contact your ITT and let us know what you would like to learn!”**

<ul style="list-style-type: none"> <li>• Committee of 100 Updates</li> </ul>	4:43-4:50	Kara & Marguerite	<a href="#">NYSUT Presentation</a> Kara describes the event, her goal to increase funding for teacher centers was successful. On March 8-9 she attended the Spring Symposium and described how well run it was (thank you Marguerite!). The time was well spent and also fun. The resources were easily able to turn key at Autumn Lane. This event was in person in Albany, NY. The cost comes out from each Teacher Center’s grants (low cost, around \$100 per person). Marguerite had the privilege to present to the New York State Assembly, New York State Senate, New York State Senate Chair for Education Committee, New York State Assembly Chair for Education Committee as well as the Monroe County Legislature (virtually) to advocate for Teacher Centers across NYS. See slides for details (we review a few of them, especially with regards to funding).
<ul style="list-style-type: none"> <li>• Program</li> </ul>	4:50- 5:25	Liz, Lynn, & Marguerite	Professional Learning: New GTA Contract Implications: <a href="#">Professional Learning Agendas and Minutes</a>  <b>Purpose:</b> <ol style="list-style-type: none"> <li>To share <a href="#">contract language</a> and initial thinking.</li> <li>FAQ Jamboard</li> </ol>
<ul style="list-style-type: none"> <li>• Adjourn</li> </ul>	5:25-5:30	Marguerite Dimgba	Motion Made by: Suzanne W to adjourn the meeting at 5:30 PM Second by: <u>Cheryl</u> Discussion: <u>None</u> All in favor: <u>14</u> Opposed: <u>0</u> Abstentions: <u>0</u> Motion Carried  Respectfully submitted, Elizabeth Simons, Policy Board Co-Chair

[\(back to top\)](#)



### Steering Committee April 14, 2022 - 3:00-4:00 pm online

Topic	Time	Facilitator(s)	Notes
Welcome! Timekeeper & Minutes volunteers <ul style="list-style-type: none"><li>• Call to order</li></ul>	3:00-3:01		Liz decided to work the agenda backwards due to attendance (see times in notes).

<ul style="list-style-type: none"> <li>We must have a quorum (6) to hold this meeting. All voting members must be logged in via video.</li> </ul>			
<ul style="list-style-type: none"> <li>Director's Evaluation</li> </ul>	3:01-3:20	Lynn, Liz & Jeremy	<p>(Actual 3:50-4:10)  <a href="#">Mid-year Status Update Document</a></p> <p>Executive Session:  Motion Made by: <u>Sheila</u>  to move into executive session  Second by: Christine _____</p> <p>All in favor: <u>5</u>  Opposed: <u>0</u>  Abstentions: <u>0</u>  Motion Carried/Not Carried</p> <p><u>Christine</u> made a motion to reintroduce the meeting into public session. <u>Tom</u> seconds the Motion.</p> <p>All in favor: <u>5</u>  Opposed: <u>0</u>  Abstentions: <u>0</u>  Motion <b>Carried</b>/Not Carried</p>
<del>Director Evaluation Debrief</del>	<del>3:20-3:40</del>	Lynn, Liz, Jeremy	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.
<ul style="list-style-type: none"> <li>New Business</li> </ul>	3:41-3:50	Liz	
<a href="#">Policy Board Terms</a> Action Item: Reach out to members with expiring terms to see if they want to continue and commit to attending 3 out of 4 meetings. Still waiting to see the admin leadership dates but here are the draft meeting dates for 2022-23 Policy Board Meeting Dates & times (in person with virtual option) 10/20, 12/1, 3/23, 5/18 (4-5:30 PM)  Steering Committee (virtual, proposing 3:30-4:30, recommend Kara Manjerovic & Marc Fleming join SC) 9/22, 11/17, 2/16/23, 4/13/23 Note: Laura Dewey from the Greece Credit Union has agreed to be our business rep for next year.  <a href="#">TOSA at large positions</a>			
Email draft to policy board members who haven't been attending 75% of the meetings: Ripple, Robin (has resigned from Committee, MD will reach out to Brookside)/ Thornton, Kevin /Walker, Lyn has agreed to continue/ Wright, Emily/Blahowicz, David			

Liz will send a follow and give a deadline to respond. Monday after break copy in the principal to see about nominate a another person.

Dear \_\_\_\_\_,

We have updated the bylaws of the Greece Central SC Policy Board for which you have been a part of. In an effort to have a quorum present at every meeting, we will be voting at the next meeting on these changes. Please indicate if you would like to remain a representative for your school for the 2022-2024 school years (your term will last for 2 years). You must commit to attend 3 out of the 4 meetings (dates 10/20/22, 12/1/2022, 3/23/23, 5/18/23 from 4:00 PM-5:30 PM at 1790 Latta Road). We will have a virtual option but per Open Meeting Laws, you must have your camera on and actively participate. Thank you for your time and consideration.

Sincerely,

Liz & Lynn

GCSD Policy Board Co-Chairpersons

Dear David,

We have updated the bylaws of the Greece Central SC Policy Board for which you have been a part of. In an effort to have a quorum present at every meeting, we will be voting at the next meeting on these changes. Please indicate if you would like to become a TOSA at large committee member for the 2022-2024 school years (your term will last for 2 years). Currently you are filling the role as Odyssey representative, and since we are proposing to add four TOSA at large positions we thought this would make more sense. You must commit to attend 3 out of the 4 meetings (dates 10/20/22, 12/1/2022, 3/23/23, 5/18/23 from 4:00 PM-5:30 PM at 1790 Latta Road). We will have a virtual option but per Open Meeting Laws, you must have your camera on and actively participate. Thank you for your time and consideration.

Sincerely,

Liz & Lynn

GCSD Policy Board Co-Chairpersons

#### 4 additional admin positions

- Contact Jason Juszczak to see if there are 4 admins interested. Marc Fleming would be ideal given his POSA position next year. Shawwna Sweet has also expressed an interest. GASA (Stacey) GESS (Tom)

#### [Draft 2022-23 FS10](#)

[PLP Draft Revisions](#) (Bring to next DCIA agenda and PB meeting)

- Planning next month's Policy Board Committee Agenda

3:40-3:55

Marguerite

We did this first due to attendance today (3:14-3:30)  
Marguerite reviews the lines that are different.  
Line 10 Gale books- check this out because there are 20 unlimited e-books that can be leveraged by leaders to share with book studies & collegial circles. This is more cost effective than purchasing individual books.  
Supplies & Materials- adding some PL books  
Travel- Code 46 Marguerite has airline credit from before COVID and so there is no need for airfare in this budget item.  
Liz shares some of the details around the Adaptive Schools and ISTE items in the budget.

			<p>Equipment- none Questions or Comments? None</p> <p>(now 3:30-3:41) Draft PPL plan has been reviewed by several people (changing things to PL hours instead of Points; cleaning up language within the descriptions of the various PL). Changes are in RED. Waiting for the GCSD Strategic Plan to be revealed creates a disconnect for our plan, so we need to look at a better process for rolling it out. Marguerite will propose ideas for these changes in the Fall. Page 12 was the big change because Community Schools had many revisions. Some stakeholders are still reviewing their sections (eg. ELL). Sections of PLP have been shared with Val, Kelly Sperduto, Todd, Suzanne, Cedrick, Christine, Shawwna and Gina to update by 5/2. We will bring this to the May Policy Board meeting for review.</p>
<ul style="list-style-type: none"> <li>Adjourn</li> </ul>	4:00		<p>Motion Made by: <u>Liz</u> to adjourn the meeting at <u>4</u> PM Second by: <u>Lynn</u> Discussion: <u>        </u> All in favor: <u>6</u> Opposed: <u>        </u> Abstentions: <u>        </u> Motion Carried/Not Carried</p> <p>Respectfully submitted, Liz Simons, Policy Board Co-Chair <u>                    </u></p>

[\(back to top\)](#)

**Policy Board May 19, 2022, 4-5:30 pm LOCATION: 1790 Latta Road, Rochester, NY 14612**

Topic	Time	Facilitator(s)	Notes
<p>Welcome!</p> <p>Volunteer to be a timekeeper &amp; volunteer to take minutes? (Marguerite)</p> <ul style="list-style-type: none"> <li>Call to order (Quorum is 14 members with at least 51% teachers)</li> <li>All voting members must present or if attending virtually, must be logged in via video per open meeting law.</li> </ul> <p>Old Business:</p> <ul style="list-style-type: none"> <li><a href="#">Approval of March minutes</a> and</li> <li>2021-22 Approval of new Longridge rep: Redia Bridges and new Odyssey rep Colleen Thondike.</li> </ul>	4:00-4:05	Liz Simons and Lynn Girolamo	<p><a href="#">Don't forget to check out our Policy Board Google Site!</a></p> <p>Minutes &amp; 2021-22 new members Regia Bridges &amp; Colleen Thondike</p> <p>Vote:</p> <p>Motion Made by Liz</p> <p>Second by: Cheryl</p> <p>Discussion:</p> <p>All in favor: 15</p> <p>Opposed: 0</p> <p>Abstentions: 0</p> <p><b>Motion Carried</b></p>
<ul style="list-style-type: none"> <li>Updates/Announcements</li> <li>Thank you to 2021-22 members</li> <li><a href="#">Proposed Bylaws</a> updates and proposed <a href="#">2022-23 Policy Board Members</a> (VOTE required from 2021-22 members)</li> <li>2022-23 Meeting Dates:</li> </ul> <p>Policy Board (4-5:30)</p>	4:05-4:30	Marguerite	<p>Thank you to Sheila Robinson who is stepping down as our business rep but will continue to assist with grant program evaluation. Welcome Laura Dewey from the Greece Community Credit Union as our new business representative.</p> <p>Bylaws Updates and 2022-23 Policy Board Members Vote:</p> <p>Motion Made by Tom</p> <p>Second by: Christine</p> <p>Discussion:</p> <p>All in favor: 15</p> <p>Opposed: 0</p> <p>Abstentions: 0</p> <p><b>Motion Carried</b></p>

10/20, 12/1, 3/23/23, 5/18/23  Steering Committee (3:30-4:30) 9/22, 11/17, 2/16/23, 4/13/23  <ul style="list-style-type: none"> <li>Steering Committee Members 2022-23</li> </ul>		Lynn Girolamo	Steering Committee representatives were appointed as follows by the co-chairs: Christine Bailey-Clar, Michelle Ebert, Erin Fennessy, Marc, Fleming, Lynn Girolamo, Kara Manjerovic, Tom Mariano, Liz Simons, Jeremy Smalline, Ashley Dame-Marino, Cedrick Simmons
<ul style="list-style-type: none"> <li><a href="#">Learning Forward membership</a></li> <li><a href="#">CTLE Information</a></li> <li>Technology PL Updates</li> </ul>	4:30-4:45	Marguerite Dimgba  Tom/Lynn	Guaranteed and viable curriculum digital wellness 4-12 and working with library program K-3. Resources for all teachers.
Notes: <a href="https://www.smores.com/47dns">https://www.smores.com/47dns</a> (this link shows how to sign up for this free newsletter) The Greece Professional Learning Center is providing a free membership to Learning Forward (LF) for all Greece Central employees. LF is the national organization of professional learning. With this membership you receive  <ul style="list-style-type: none"> <li>Monthly digital copy of <a href="#">The Learning Professional journal</a></li> <li>Connect newsletter</li> <li>Professional Learning news</li> <li>Full access to publication archives</li> <li><a href="#">20% Discount on book purchases</a></li> <li><a href="#">Free access to LF webinars</a></li> <li><a href="#">Annual Conference and Institutes discounts</a></li> <li>One online course per school</li> </ul>			
New Business/ Program: Grants: 1. Greece Teacher Center <a href="#">Grant 22-23 FS10 Narrative (p.18)</a>  2. Mentor Teacher Intern <a href="#">Program Grant 22-23 FS10 Narrative</a>  3. Greater Rochester TC <a href="#">Network Grant 22-23 FS10 Narrative</a>  4. NYS Teacher Center Statewide Leadership <a href="#">22-23 Grant FS10 Narrative</a>	4:30-5:00	Marguerite	Difference in the grants and the Greece Policy Board oversight/ decision making. #1 & #2 oversight/decisions and official fiscal stewards #3 & #4 official fiscal stewards  Budget Votes by 2022-23 policy board members: Motion Made by: Sheila to approve the four grants as written: Greece TC, GRTCN, MTIP and STL grants. Second by: Cheryl Further Discussion: All in favor: 14 Opposed: 0 Abstentions: 1 (Lynn Girolamo) Recusals: <b>Motion Carried/Not Carried</b>

## 22-23 Grants/Programs

**Greece TC Grant**

SUBTOTAL	CODE	PROJECT COSTS
Professional Salaries	15	\$29,795
Support Staff Salaries	16	\$4,500
Purchased Services	40	\$8,500
Supplies and Materials	45	\$10,969
Travel Expenses	46	\$4,409
Employee Benefits	80	\$6,290
Indirect Cost	90	\$1,831
BOCES Services	49	
Minor Remodeling	30	
Equipment	20	
Grand Total		\$66,294

**MTIP Grant**

SUBTOTAL	CODE	PROJECT COSTS
Professional Salaries	15	\$32,073
Support Staff Salaries	16	\$3,500
Purchased Services	40	
Supplies and Materials	45	
Travel Expenses	46	
Employee Benefits	80	\$6,410
Indirect Cost	90	\$1,217
BOCES Services	49	
Minor Remodeling	30	
Equipment	20	
Grand Total		\$43,200

**GRTCN Grant**

SUBTOTAL	CODE	PROJECT COSTS
Professional Salaries	15	\$1,500
Support Staff Salaries	16	\$500
Purchased Services	40	\$23,999
Supplies and Materials	45	\$70
Travel Expenses	46	
Employee Benefits	80	\$381
Indirect Cost	90	\$790
BOCES Services	49	
Minor Remodeling	30	
Equipment	20	
Grand Total		\$27,240

**NYSTC Leadership Grant**

SUBTOTAL	CODE	PROJECT COSTS
Professional Salaries	15	\$8,981
Support Staff Salaries	16	\$3,500
Purchased Services	40	\$124,015
Supplies and Materials	45	\$999
Travel Expenses	46	\$52,579
Employee Benefits	80	\$2,402
Indirect Cost	90	\$5,553
BOCES Services	49	\$ 575
Minor Remodeling	30	
Equipment	20	
Grand Total		\$198,604

<ul style="list-style-type: none"> <li>• <a href="#">PL plan overview</a></li> <li>• Professional Learning: New GTA Contract Implications:</li> </ul>	5:00-5:25	Liz, Lynn, & Marguerite	<p>PL plan review- keep what we worked on based on the current strategic plan and then when the new strategic plan is revealed we will begin again next year. Marguerite and Lynn will meet next week to go over the newly revised tech plan and pull out the Professional Learning and add to the revised professional learning plan. Then the updates will be made, sent to Laurel Heiden for updates then to Jeremy Smalline for cabinet approval, then to the July BOE for adoption.</p> <p>Professional Learning: New GTA Contract Implications: Summary of Professional Learning Updates (Lynn)</p> <p><b>Purpose:</b></p> <ol style="list-style-type: none"> <li>To share <a href="#">contract language</a> and initial thinking.</li> <li><a href="#">FAQ Jamboard</a> (Lynn)</li> </ol>
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What questions do you have or might your colleagues have about the new structure for earning PL Hours?

People have been asking how hours will be tracked.

who is monitoring these hours?

What will count for PL hours and who is considering equity in credit hours? Some PL opportunities may be more time-consuming than others.

Do the 10 hours have to happen outside of regular work day hours? What if I am interested in something that is during the day?

What is the minimum number of participants required for a session to run? Sometimes it is disappointing if the session you are interested in doesn't run.

How will you know if the PL is appropriate (and high quality)? Are there any limits on what individuals can say is PL?

Do we know when the catalog will be available?

What if I want to do learning that in not in frontline? Will that count?

Will National Board be an option and if so does it have to be hosted in Greece?

Can I do my hours outside of the given time?

Could attending a State or National conference count toward the 10 hours?

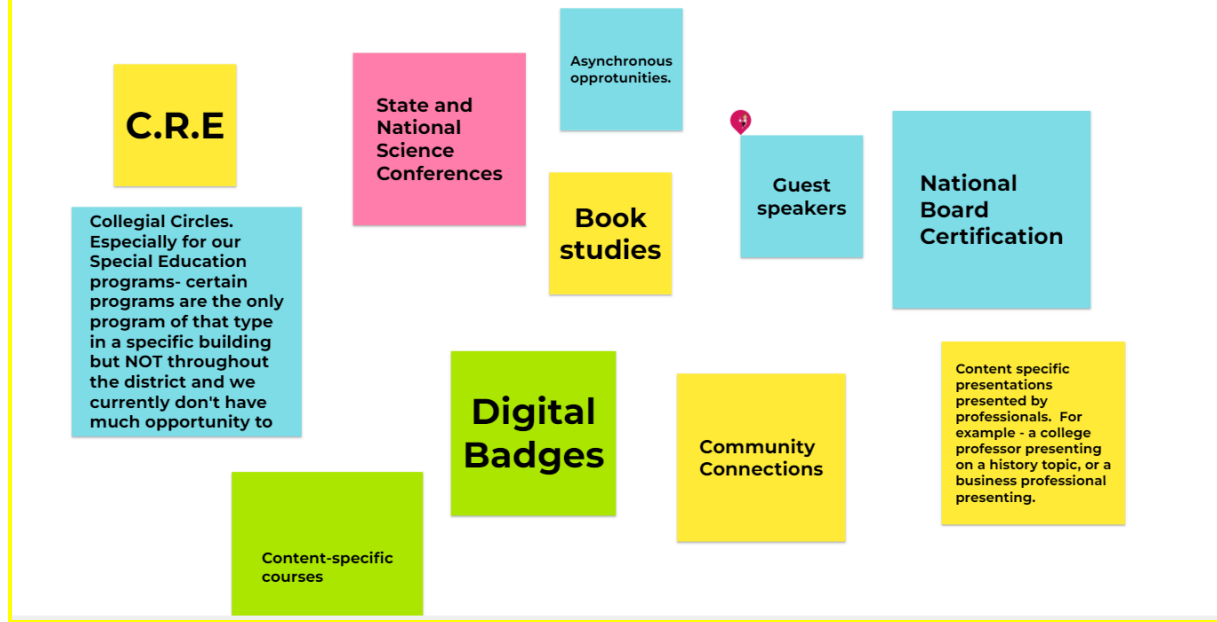
Will there be push-back from additional clerical work associated with logging hours and possibly proposing activities? Especially in regards to the union.

How is new PL model being communicated to staff?

What is the process to roll out this change?



What might be some opportunities you anticipate you and/or your colleagues participating in?



• Adjournment:	5:25-5:30	Lynn
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Motion Made by: Michelle to adjourn the meeting at 4:53 PM

Second by: Liz

Discussion:

All in favor: 15

Opposed: 0

Abstentions: 0

**Motion Carried**

Respectfully submitted,

*Lynn Girolamo, Policy Board Chairperson*

[\(back to top\)](#)

**2022-23 Fall Meeting:**

**Grant**

**Vision Statement for professional learning, PB activity.**

**Action Research Pilot**

**Mentor asynchronous 10 hour course**

**Books: Instructional Coaching: Seven Factors For Success by Jim Knight 2022**