

# Teacher Center of Broome County

Date: 6/05/18  
Meeting Minutes

**Call to Order:** Diana 4:09 pm

<b>Debbie Sluzar</b> (Binghamton)	<b>Tina Conklin</b> (Chenango Valley)	<b>Pat Walsh</b> (LEA)	<b>Karen Doolittle</b> (Vestal)
<b>Nicole Fenty</b> (Binghamton University)	XX ( DEPOSIT)	<b>Erin Hitchcock</b> (Maine Endwell)	<b>Pat Follette</b> (Whitney Point -Superintendent)
<b>Sharon Mannix</b> (BOCES)	<b>Lori DeAngelo</b> ( DIRECTOR)	<b>Diana Simpson</b> (NON PUBLIC)	<b>Andrea Gresko</b> (SUSQUEHANNA VALLEY)
<b>Mike Sabo</b> (BUSINESS)	<b>Sharon Wells</b> (EARLY CHILDHOOD)	XX (PARENT)	<b>Emily Rose</b> ( WINDSOR)
<b>Deb Daniels</b> (CHENANGO FORKS)	XX ( HARPURSVILLE)	<b>Sarah Reid</b> (PUBLIC LIBRARY)	<b>Nadine Ferguson</b> ( WHITNEY POINT)

**Excused:** Sarah Reid, Tina Conklin, Pat Follette

**Absent:**

**Quorum Check: Yes**

**No representative for: Deposit, Harpursville, Parent.**

**Previous Minutes: Sharon/Shannon. Passed.**

**ANNOUNCEMENTS:** Farewell to Deb Sluzar!

**CORRESPONDENCE: None**

**LEA REPORT/DIRECTOR'S REPORT:**

- **Budget reconciliation -- in the middle of purchasing, so some numbers will change. Some items have been received and are in the process of being accounted for.**
- **Continuation grant -- provided financials. Funding is comparable to years prior to this one. Majority of funding (almost 50%) is assigned to professional salaries, which is not just the director. It includes workshops, presenters, etc. Rent is continuing to go up, but at a relatively small rate (covered under Purchased Services). BOCES Services -- listed as nothing, but we do pay BOCES. BOCES is also covered under Purchased Services (not listed how much we pay them).**
- **FS10 is complete and ready to go to Dawn Graham at SED pending PB approval.**

#### **Action Items:**

- Approval of FS10 proposed expenditure for 2018-19 by the Policy Board.
  - *Motion to approve FS-10 for 2018-19 as written: Sharon/Emily. Passed.*
- Approval of the Continuation Grant for SED
  - Went through the complete packet. Pat was asked to explain financial changes -- we had gotten a significant increase in our funding just for this year, and it was not spent as initially planned. We cannot just put it into supplies -- it has to be linked to current programming.
  - Motion to accept the grant as written with the corrections noted: Shannon/Sharon. passed.
- Director Evaluation -- Mike. Thanked board for sharing feedback and providing comments, because we each come from different perspectives and have different viewpoints. Average rating of 3.12 with a wide range of perceptions. 13 of the 15 members participated. Mike reviewed comments with Lori and co-chairs. Lori -- the discussion yielded good direction on both ends.
  - Motion to accept evaluation: Nadine/Deb D. passed.
- PB mileage -- Lori. in the works. It's all recorded, but the form now needs to be signed. We will be receiving an email with information to fill out. Please respond as quickly as possible when receiving information.
- Executive Committee -- in future should be set in the fall. 5 Policy Board members, including the co-chairs and at least 3 teachers. For this year, appointed: Diana, Karen, Mike, Sharon, Erin. One task would be to revamp the director evaluation procedure. Committee is authorized to approve Director spending that may fall under time constraints (can't wait until the next meeting), would deal with emergency situations.

#### **DIRECTOR'S REPORT:**

- Continuation Grant committee met and identified the focus areas for 2018-19 Continuation Grant. The work Plan Matrix is complete and ready for PB approval.

- TC schedule for August. Lori -- start the week of August 14, open Tuesdays and Thursdays. Tuesdays 9-12 and Thursday 1-4 through the start of school.
- May workshops -- not enough registrees. Presenters will present at the end of August and then continue into the fall. Advertising will be sent out next week.

**OLD BUSINESS:** New equipment and professional books have all been ordered. Some things have arrived. Karen and Diana weeded current collection. Books are being sorted for districts and an email will be sent out. Professional library will be updated (155 titles taken from reading suggestions, BOCES list, study groups, and other sources, some multiple copies). Backordered books should be arriving next week.

**NEW BUSINESS:** Policy Board meeting dates for 2018-19, second Tuesday of each month except for June (1st Tuesday in June)

**OPEN FORUM:** Possible date for Open House: Thursday, September 20. Idea: have flyers for schools to hand out at districts' New Teacher Orientation.

**ADJOURNMENT:** Motion to adjourn at 5:10: Debbie/Erin. Passed.

Future meetings dates:

Sept 11, 2018	Oct 09, 2018	Nov 13, 2018	Dec 11, 2018	Jan 8, 2019
Feb 12, 2019	Mar 12, 2019	Apr 09, 2019	May 14, 2019	June 4, 2019