

William Floyd Teacher Center Policy Board  
**Minutes**  
 May 13, 2020  
 3:00 pm held on Zoom

<https://us02web.zoom.us/j/89203642558?pwd=SkowVXhITE1Dc3J6Nk5vaFJQcVIUdz09>

Meeting ID: 892 0364 2558  
 Password: WFTC

Melissa Abbatiello	x	Maureen Benson	x	Jennifer Berg	x	Jacqueline Cherouvis	x
Kristie Guerriero	x	Shari Costello	x	Lindsay Davis		Andrew Demasi	x
Kate Devenney		Deena DeVito	x	Melissa DiDonato	x	Keith Fasciana	x
Gina Fumai	x	Regina Folan	x	Maria Gervasio	x	T.J. Heintz	x
Diane Impaglazzo		Kathleen Keane		Mary Koehler	x	Robert LaVigna	
Kristin McNamara	x	Kimberly Walsh	x	Viveca Nargi	A (sub Luisa McHugh)	Leah Olivo	x
Kathleen Pantaleo	x	Eileen Randazzo	x	Christine Rosado	x	Darlene Savage	x
Stacey Scalise	x	Stephen Seedorf	x	Thomas Short	x	Melissa Worthington	x

**Affirmation that a quorum of members is present: (guest Luisa McHugh)**

- 26/32: 81% of the people named on the Continuation Application were in attendance
- 18/26: 69% of the voting members were teachers.
- **The requirements for meeting a quorum have been met.**

Meeting called to order at 3:05 by M. Siano

- Approval of [April Minutes](#)
  - Motion to approve the minutes by Melissa DiDonato seconded by Jennifer Berg
- Shake Up Learning: Google Slides Project:
  - [Shake Up Learning Google Slides Master Class](#)
    - Melissa Worthington and Jennifer Berg spoke of its helpful nature.
- [Digital Texts](#)
  - All texts linked above are available right now to all teachers in the district.
- [HyperDoc](#)
  - Can be sent out as well as the YouTube video to be sent out to the district.
- [Matt Hansen Resource](#)
- [Linda Francis YouTube Resource](#)
- Course Proposal
  - [Developing 21st Century Skills Through Project Based Learning](#)
    - Maria Gervasio: Very user friendly and very clear, everything worked, everything was streamlined. It can carry over to Canvas or Virtual Learning if necessary.
    - Melissa DiDonato: resources are available, definitely could be a 3 credit course, just was noted that she may need Moodle training.
      - K-8
      - All subject areas
      - 3 credits
      - Anything that needed to be updated
- Election of Executive Board
- Continuation Application
  - [FS10](#)
  - [Program Narrative](#)
  - [Evaluation Narrative](#)
  - [Grant Application and Matrix](#)
    - Jennifer Berg and Kelley Nemes will take course and make it workshops for TAs
    - Technology
      - Kate Devenney, Renee Dolan, Cailie Haefener, and Stacey Redmond will be on the task force to help the K-12 continuum as well as workshops and staff support.
      - One hour workshops in the fall

- Google Docs
  - Forms
  - Slides
  - Keep
  - Summer coursework
    - Matthew Hansen and Cailie Haefner websites
    - Unpacking the CRE framework
    - ELT workshops
- [Budget Narrative](#)
  - The William Teacher Center Director receives a \$10,000 stipend for her work operating the center. Although less than the formula identified in the Center's Bylaws, this stipend is a mutually agreed upon rate that the director is paid through grant funding. Information about this difference is included in a Stipulation of Agreement that is renewed annually.
  - The William Teacher Center's Staff Development Specialist receives a stipend of \$3,000 paid through grant funding for her work in finalizing rosters and organizing documentation to pay instructors.
  - \$540 has been allocated to Matthew Hansen to identify and demonstrate through screencasts technology tools that secondary educators can use to support exceptional learners.
  - \$540 has been allocated to pay Cailie Hafener to identify and demonstrate through screencasts technology tools that elementary educators can use to support and engage all learners.
  - \$2,400 has been allocated to pay Kate Devenney, Renee Dolan, Cailie Hafener, and Stacy Redmond to curate the digital tools (K-12) available in the district and offer learning experiences that provide educators with an understanding of how to use them to support learners.
  - \$600 has been allocated to develop virtual field trips, providing a model to educators on how to design their own virtual learning experiences and connect them to targeted Standards. Paying for 5 hours of work @\$60 per hour x 2 experiences.
  - \$600 has been allocated to run four - five workshop sessions to teaching assistants (splitting to support early and late work schedules). Kelly Nelmes and Jen Berg will provide workshops focused on Guided Reading 5 workshops @ \$60 per hour x 2 sessions= \$600
  - \$600 has been allocated to run four - five workshop sessions to teaching assistants (splitting to support early and late work schedules). Kathleen Colucci, Alyssa Mussano, Ashley Chicarella, Cailin Halloran and/or Jennifer Kowlongowski will provide workshops focused on Google Apps 5 workshops @ \$60 per hour x 2 sessions= \$600
  - \$1,200 has been allocated to pay developers for 4 hours of work at \$60 per hour to design 5 TEDed style workshops focusing on Culturally Responsive Education. 4 hours X \$60 per hour X 5 workshops= \$1,200

- \$600 has been allocated to support the unpacking of the Culturally Responsive Sustaining Education Framework in 10 schools \$60 per hour x 10 = \$600
    - \$6000 has been allocated to pay honorariums to educators to moderate Google Classroom Workshops focusing on Using Technology to provide the diverse instruction rooted in the 4 Cs of education 30 workshops @ \$200 per facilitator= \$6,000
      - Motion to accept the Continuation Application and FS10 Budget was made by S. Costello with a second with Melissa DiDonato seconding.
      - The Grant Application and FS10 Budget was unanimously accepted.
  - Eileen Randazzo makes a motion for Maryann. Siano to remain TC Director, seconded by Jennifer Berg. Unanimous vote.
  - Thomas Short makes a motion for K.P to be chair, seconded by Eileen Randazzo. Unanimous vote
  - Jennifer Berg makes a motion for Eileen Randazzo the Staff Development Specialist. Seconded by Maria Gervasio. Unanimous vote.
- [EOY Draft Document](#)
  - [Shake Up Learning Google Classroom](#)
    - Request to expend \$3,500 to purchase Google Classroom Master Class for entire District
    - [Discretionary Fund Report](#)
    - Need to migrate courses out of Moodle
    - Need to be prepared to execute online instruction moving forward
      - Tom Short makes a motion to expend \$3500 for Google Classroom Master Class. Jennifer Berg seconds. Unanimous vote.
  - There was an introduction of the 4Cs and the apps in Google's GSuite as well as an Introduction to Google Classroom for Shut Down Training. There were facilitators who created and facilitated this work.
    - Toniann Powell and Susan Folks one credit course
      - Kim Walsh makes a motion to pay, seconded by Darlene Savage. Unanimous vote.
    - Kathleen Pantaleo 2 credit course
      - Darlene Savage makes a motion to pay, seconded by Melissa DiDonato Unanimous vote.
    - \$200 honorarium for the 32/34 facilitators per Module (1 and 4)
      - Jennifer Berg makes a motion to pay, seconded by Kristen McNamara. Unanimous vote.
  - Module 3 will be run over the summer

- Keith Fasciana makes a motion to pay an honorarium to run Module 3 over the summer. Shari Costello seconded in order to assist Mary Siano
- Summer Session
  - In Moodle
  - Number of Classes
  - No Face to Face Sessions
  - Collection of Tuition
  - Are we comfortable running summer sessions
  - Tom suggests offering 5 courses and see if they fill
  - Deena DeVito suggests running at least one 15 hour class
    - Eileen Randazzo and Mary Siano will work on a catalog and get it on My Learning Plan as soon as possible
- Fall Session
  - Migration to Classroom potentially
  - Start Date to be determined
  - TARPS
    - We will have re-written all tarps to be more specific in questioning and we'll be moving them forward.

Thomas Short makes a motion to close at 4:29. Deena DeVito seconds. Motion Carries.