

Mid-East Suffolk Teacher Resource and Computer Training Center (MESTRACT)

Policy Board Meeting Minutes, Thursday, September 23rd, 2021 at 4 pm Online through Zoom

Board Members:

Teachers Present: Jacki Margraf, Carolyn Walsh,, Janet Slote, Laurie Piccoli, Lauren Cani, Regina Casale, Jackie Reduto, Michelle Charles, Janet Pirraglia, Allison Cascarelli (McDermott), Jennifer Burns, Patricia Nicholson, John Limperatos, Jason Hugues, Theresa Curry, Sara Palmer

Other Members Present: Alan Baum, Bernadette Uzzi, Dr. Nancy Murolo, Dr. Craig Markson

Absent: Andrew Weik, Carole Stacy, Sara Campbell, Kelly Lynch, Doreen Marullo, Valerie Schwamborn, Liz Mancini, Joanne Simicich, Debbie Pagano, Melissa DeRosa, Laura Spencer, Donna Guiffre, Virginia McCaffrey, Jennifer Goldman, Joanne Seale

Guest: Christine Bokina

Quorum present? Yes

Others Present: Kristine Cucinello, Executive Director MESTRACT

Proceedings:

Call to order: 4:05 pm

Director's Report: Welcome back to school! Thank you to all of you for serving on the policy board. I am very proud of the amazing collaborative professional learning community we have created for the 6,391 teachers and 933 teacher assistants that MESTRACT serves. Please continue to share emails within your school community and encourage teachers to reach out if they have questions. The Teacher Center Program office has asked directors to review Education Law 316 and Open Meetings Law with policy boards every year during our first meeting.

Education Law 316: The Policy Board is composed of members from the Center's district(s), required members as per Ed Law 316, and additional members as per our bylaws. Education Law 316 requires that the policy board consist of 51% *teachers, at least one administrator from the Local Education Agency or BOCES, at least one parent representative, at least one higher education representative, and at least one business representative.* Teacher centers are charged with personalizing programs to meet the local professional learning needs of classroom teachers. Policy board members were provided an opportunity to ask questions about Ed Law 316.

Open Meetings Law (OML): Kristine presented the Do's and Don'ts of Open Meetings Law slide show, reviewed the locations of MESTRACT's public meeting notice, and the procedure for public access to policy board meetings. Policy board members were provided an opportunity to ask questions about OML.

Old Business

Minutes: Jacki Margraf made a motion to approve the minutes from the May 20th, 2021 policy board meeting. Lauren Cani seconded the motion. All were in favor and the motion carried.

Financials: Nancy Murolo made a motion to approve the 2021-2022 financial documents as presented. Jennifer Burns seconded the motion. All were in favor and the motion carried.

Instructional Resources: Craig asked the policy board members to work with their district administration to determine if iPad and Chromebook devices are needed and/or wanted by teachers in their district for use with students. Additionally, the StarLab Portable Planetarium, Cubelets, Virtual Reality Kit, and WonderWorkshop Robots are available as well.

New Business

Updated Website: Kristine shared the new template for the website and explained how access to the Frontline catalog and announcements are now very easy to find. She displayed the website in the meeting to show everyone how to navigate.

Fee Waiver for Gale eBook Studies: Carolyn Walsh made a motion to approve waiving the non-participant \$25 fee for the four Gale eBook study courses. Laurie Piccoli seconded the motion. All were in favor and the motion carried.

Final 2020-2021 Grant Expenditure Report: Regina explained that the final grant expenditure report (FS10F) for the 2020-2021 school year is available in the policy board meeting folder. The report reflects our total grant allocation of \$226,195 and the total expenditures of \$225,709, which is 99.7% of the total (a difference of \$486).

New Cohorts: Two new cohorts began this week with Stony Brook University, the Educational Leadership Advanced Graduate Certificate Program sponsored by Port Jefferson School District and Teaching and Learning with Educational Technology Advanced Graduate Certificate Program which has teachers from within and outside of MESTRACT's consortium.

Notes and Asides: Kristine shared links to the listing of free PD through statewide teacher centers and the Draft 21-22 Schedule of Policy Board Meetings.

Meeting Adjourned: Alan Baum made a motion to adjourn the meeting. Nancy Murolo seconded the motion. Motion adjourned at 4:34 pm.