

**TEACHER CENTER of Broome County**  
**June 14, 2011 Minutes**  
**Policy Board Meeting**

**PRESENT:** Susan Halpern, Diane Richards, Erin Hitchcock, Sheri Abdullah, Debbie Sluzar, Mike Sabo, Mary Hibbard, Starr LaTronica, Andrea Gresko, Diana Simpson, Sara Jo Sites, Heather Badger Brown and Gail Szeliga.

**EXCUSED:** Dawn Shannon and Colleen Cawley

**ABSENT:** Lisa Strahley, Kathryn Kear, Sharon Wells and Kathleen Quaranta

Susan Halpern called the meeting to order at 4:00 pm.  
Minutes of May 10, 2011 meeting were adopted with one revision.

**CORRESPONDENCE:** Online note from Marki Clair-O'Rourke - sent via e-mail to all PB members.

**DIRECTOR'S REPORT** (includes financial report and other information items)

- Financial Report - there should be app. \$11, 000 left in the budget line as of June 30, 2011.
- The yearend workshop report was presented - workshops were held and --- people attended an average of \_\_\_ people per workshop.
- The VTS final report was presented. Six out of 10 teachers completed the entire program. Their data is included in the final report.
- No word has been received from SED.
- A status update was given on the water service (cancelled), rent - (paid through June 30) and Time Warner (paid through June 30), iPower web hosting (renewed through 9/2012), Formsite registration (renewed through 5/2012), copier- lease ends 8/2/2012, monthly charge encumbered.
- All letters of re-appointment have been received for 2011 expired PB terms except for Maine Endwell.

**OLD BUSINESS**

- The discussion continued on plans for the future of the TC. Hiring a new director cannot take place until information regarding funding is received from SED.

- The TC will be closed during July. A note will be sent to all school ambassadors and to the listserv- TCUPDATE. Updated information will be posted on the website in regard to a possible August opening.

## **NEW BUSINESS**

Policy Board member summer contact information was requested. Members will be contacted to work on the Continuation application when it is received.

Erin reported that Kathy Cornacchio, NYSUT ELT representative contacted her and asked her to let the Policy Board know that the NYSUT ELT program would still like to work with the Teacher Center.

## **Committee and LEA Reports**

Dawn called in and mentioned that she had talked to Marki at SED regarding the continuation grant application. Marki said it was still being reviewed.

Dawn stated the lease will continue as a month to month under the same terms. A blanket PO will be set up for the lease, and for Time Warner internet service. A blanket already is set for the copier lease.

Dawn suggested that the TC bills should be sent directly to her office for payment.

Meeting adjourned at 5:00 pm.