

Teacher Center of Broome County  
Policy Board Meeting of November 8, 2011

Minutes

Present: Sue Halpern, Diana Simpson, Heather Badger-Brown, Sharon Wells, Kathleen Quaranta, Debbie Sluzar, Erin Hitchcock, Dawn Shannon, Mary Hibbard, Andrea Gresko, Starr LaTronica

- I. October Minutes tabled; could not post to website because website was
  - Will be submitted with November Minutes
- II. Grant Letter of Award received
  - Total amount of grant is \$155,00
  - Amount received to start is \$38,000
- III. Discussion of job posting revisited – Andrea, Diana, and Sue will meet, create, and send to Dawn for publication
  - Posting needs to include basics – full job description can come later
- IV. Website
  - Website bill was not paid because invoice was never received
  - Invoice was in an e-mail to an account that we were unaware of –
  - Finally, with the help of Scott Savory at BOCES, we resolved the issue and the website came up today!
- V. TC Directors – December Dialogues
  - TC directors have a meeting scheduled in Troy and registration must be in by Nov. 17<sup>th</sup>
  - Starr volunteered to attend since she has flexibility in her schedule (Starr was able to attend and arrangements were expedited with Dawn's help)
- VI. Interview Committee to be determined pending availability
- VII. Job posting
  - In addition to posting on BOCES site, the following will be sent:  
Craig's list (Heather will post), TC update, TC website (Erin)

Next meeting December 13<sup>th</sup>, 2011

Adjourned @ 5:45