

Mission Statement: The Victor Teaching Center enhances student learning through the professional development of the staff and community. We are committed to the belief that all educators need support as they follow growth opportunities to continuously improve.

November 4, 2019

VTC Policy Board Meeting Minutes

Present: Linda Izzo, Joyce Prockton, Amy Hogan, Chelsea Riedl, Chris Venturo, Michele Linse, Lisa Whipple, Kristina Sykes, Dr. Maria Hopkins, Lynn Johnson

Absent: Brian Gee, Dave Henderson

Meeting was called to order at 3:45pm by Michele Linse.

Review May 22nd Minutes:

Motion was made to approve minutes by Chris Venturo; seconded by Maria Hopkins. Approved.

Future Meeting Dates:

March 9, 2020

May 11, 2020

Open Meeting Laws (OML):

Information on the open meeting laws was reviewed and discussed which has been requested of all Teacher Center Policy Boards by SED. The Policy Board received information on OML and viewed suggested informational videos on different facets of it: how Teacher Centers fall under the law; and the “Do’s and Don’ts of the OML.”

We looked at the components of the Open Meeting Laws. The VTC is in compliance with most of them. The Policy Board discussed ways in which we can improve to be in compliance:

- Recreate the VTC webpage that was taken down when the school updated the District website. It was suggested to see if it could be added to the section of ‘shared decision making’.
- Add meeting dates to the website and post outside on the wall next to the VTC. There was a discussion about including the dates on the school master calendar. This will be discussed with public relations in the District Office.
- Add minutes to the Teacher Center webpage. It was suggested to check at the District Office to see if they should be posted on the bulletin board outside of the Human Resources Office.
- Suggested to ask the Community Relations director if this can be posted in the media.
- The public has a right to attend.
- In accordance with SED regulations, the identity of members who motion and second to vote on items must be recorded in the minutes.

OTHER:

The proposal for the Study Group for ELL teachers was reviewed. It was approved that the evaluation will be completed on MLP.

There was a brief discussion on the topic of podcasts. An approved podcast must be at least 30 minutes to be added to MLP.

Program on Concussions – Should we do in person or use video for staff? It was suggested to check the video for quality.

Budget: RALC cancelled. We can allow more people to attend RALC event in March, Jeff Wilhelm.

Review of Current Workshops/Webinars

Agenda Items for March 9th Meeting:

- Revisit Open Meeting Laws – How are we doing?
- Update our ByLaws – Definition of Quorum, amendment section, OML-minutes
- Applicants for Director
- Talk to Jim H. about advertising for Chrissie's job
- Do we need to do a needs assessment

The meeting was adjourned at 5:00 pm.