

***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.***

**October 3, 2019**

## **VTC Policy Board Meeting Minutes**

**Present:** Linda Izzo, Joyce Prockton, Amy Hogan, Chelsea Riedl, Chris Venturo, Michele Linse, Kristina Sykes, Dr. Maria Hopkins, Brian Gee, Lynn Johnson, Dave Henderson

**Absent:** Lisa Whipple

### **Review May 22<sup>nd</sup> Minutes:**

Motion to approve by Brain Gee, seconded by Amy Hogan

### **Future Meeting Dates:**

November 4, 2019

March 9, 2020

May 11, 2020

### **Workshops/MLP:**

Review of the Summer PD. There were a large number of webinars by outside providers.

We will take a look at the webinars for quality control at a future meeting.

Discussion of encouraging long term, deeper PD even if it is online. We also discussed the importance of face-to-face contact with colleagues.

Reviewed future events that RALC is offering and the importance of prioritizing them due to the limited budget.

The Board continues to be alarmed at the small operation budget that can't meet the needs of our staff.

Kristina will speak to the Art Department Chair to clarify the building vs departmental professional development monies.

Discussion of book orders. Inter-library loans are encouraged.

Potential Goal: How to share the VTC resources with a wider audience?

Potential Goal: How can we simplify the use of MLP? Michele suggested screencasting how to use MLP and creating a handout with screencaps.

**VTC Director:**

Joyce and Chrissie will be leaving their positions as the VTC Director and Secretary in June.

Goal: Review Director's and Secretary's duties in Bi-Laws.

Goal: Joyce and Chrissie journal a timeline of duties and any pertinent information.

Brainstorm of possible candidates.

**Next Meeting: November 4, 2019**