



## **Policy Board Meeting Agenda**

### **Thursday, October 6, 2022 @ 4:00PM**

1. [Open Meeting Law](#)
2. Modification of Job Descriptions
  - Change PLS responsibilities for Lori from 70% to 25%
  - Change PLS responsibilities for Susan from 30% to 0%
3. Upcoming EWTC Courses & Book Studies

### **Zoom Meeting Information**

Topic: October EWTC PB Meeting  
Time: Oct. 6, 2022 04:00 PM Eastern Time (US and Canada)

#### **Join Zoom Meeting**

<https://us06web.zoom.us/j/84723710496>

Meeting ID: 854 7195 5701

One tap mobile

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**Present:** Sheila Ahern, Jessica Bauer, Dori Brown, Michelle Yang-Kaczmarek, Kristie Martinez, Jenice Mateo-Toledo, Jean O'Brien, Elizabeth Pineda, Randi Shaw, Bettina Spargo

**Non Voting Members:** Lori D'Andrea, Susan Farrell, Theresa Gallucci

**Members Absent:** Megan Lasky, Christine Metrisko, Carlos Ramirez, Maria Rudolph, Katherine Tovar, Jaclyn Warren, Shelley Wepner

Meeting called to order at 4:05 pm by Lori D'Andrea

### **Introductions**

Since there are new Policy Board members this year, each member introduced themselves and their respective districts and job titles.

### **Open Meeting Law**

The Open Meeting Law was explained along with some anticipated changes in the format (virtual to in person). As soon as specific guidance is received from the Teacher Center Program Office, we will share the news with our Policy Board members.

### **Modification of Job Descriptions**

After the Teacher Center submitted the Continuation Application in June, The Teacher Center Program Office (TCPO) asked the Center to revisit the job descriptions submitted for Lori and Susan. After reviewing the submission, the job descriptions, with guidance from the TCPO, amended the descriptions to read as follows:

Lori D'Andrea: 25% of Lori's duties will be designated as professional learning services and the balance (75%) will be considered administrative.

Susan Farrell: 100% of Susan's responsibilities will be designated as administrative.

A motion was made by Kristie Martinez to approve the Modification of Job Descriptions. The motion was seconded by Jean O'Brien and was approved by all voting members.

### **Upcoming EWTC Courses and Book Studies**

Lori reminded members to stay abreast of our continuing course offerings as they are constantly updated. The most efficient way to view these courses is on our website. She thanked the members for sharing information on our site with their colleagues and indicated that she can see on the TC end how many of the Policy Board members and our consortium members are visiting the site. Michelle, our PB chairperson, requested that each policy board member let her know if any of the contractual language has changed since the end of the pandemic. She heard from one teacher that their district was limiting the number of online courses they can use to move up on the salary scale and wondered if this was unique to this district. She also asked that they find out whether their districts considered hybrid courses in person or online.

The meeting was adjourned at 4:30pm  
Our next meeting is Tuesday, February 7, 2023  
Respectfully submitted by Theresa Gallucci