



Waterloo Teachers' Resource Center
Waterloo High School Room B 216
96 Stark Street., Waterloo, NY 13165
315-539-5454 (internal calls Ext. 4182)
wtrc@waterloocsd.org
Sandy Ahart and Matt Parker, Co- Directors

Attendance:

Theresa Patchen	Jennifer Paczkowski	Shawn Orcutt	Renee Thomas
Tracy Cardinale	Ranette Schaertl	Jackie Mull	Karen Burcroff
Jason Stock	Missy Neumire	Russ Gillan	Toby Coleman
Joseph Landry	Chrissy Jacobs	Jennifer Hayden	

Minutes

October 4, 2021 4:00 PM - 5:00 PM

- Welcome – Shawn Orcutt called the meeting to order at 4:15 p.m.
Policy Board chairperson, Shawn Orcutt welcomed new Policy Board members:

 - ✚ Chrissy Jacobs – Higher Education representative from Hobart William Smith Colleges
 - ✚ Tracy Cardinale – Parent representative
 - ✚ Karen Burcroff – Business representative (United Way of Seneca County)

A copy of the document, ROLES AND RESPONSIBILITIES OF TEACHER CENTER POLICY BOARDS (From New York State Teacher Centers Director Guide 2018) was distributed to all members. The document was reviewed by all in attendance.
- Approval of minutes from June 9, 2021 – Shawn Orcutt
Click the link for the minutes: [Waterloo Teachers' Resource Center \(waterloocsd.org\)](https://www.waterloocsd.org)
This agenda item was tabled due to lack of a quorum to vote on a motion to approve.
- Professional Development update – Matt Parker

 - ✚ Matt Parker reviewed the application and approval process for Collegial Circles.
 - ✚ Matt Parker presented topics for upcoming Professional Development sessions.
 - ✚ Sandy Ahart shared information regarding Professional Development being offered free of charge from our network, GTRCN, and NY State Teacher Centers through the State Leadership Team (SLT)
 - ✚ Discussion: Would the Policy Board approve reimbursement for books purchased by participants of Book Studies offered by GTRCN or SLT? For example, Stretching Your Learning Edges is \$34.95 and The Agile Learner is \$24.95.
This agenda item was tabled due to lack of a quorum to vote on a motion to reimburse.
- Hobart William Smith Colleges update – Chrissy Jacobs
No information was provided to share at this time.

Waterloo Teachers' Resource Center Mission:

“To support educators’ professional growth thus helping students to meet or exceed the New York State Standards.”

5. Other

✚ Sandy Ahart reported the Center’s use for August and September. The following information was shared:

		High School	Middle School	LaFayette	Skoii Yase	Community
August		4	6	0	3	0
Services included;						
❖ Laminating – 8						
❖ Copying – 8						
❖ Posters – 1						
❖ Di-cuts – 1						
September		11	8	2	3	6
Services included;						
❖ Laminating – 15						
❖ Copying – 14						
❖ Posters – 8						
❖ Di-cuts – 6						

✚ The hours of operation that will be posted on the WTRC website that the Center will be open for walk-ins will be as follows:
 Mondays and Tuesdays 3:00 p.m. – 4:30 p.m.
 Service requests can be emailed to wtrc@waterloocsd.org

6. Set next meeting date

The next meeting will be held Tuesday, November 9, 2021 at 4:00 p.m. in the WTRC.

7. Meeting Adjourned

Motion to adjourn was made by Theresa Patchen. Motion was seconded by Jason Stock. Meeting was adjourned at 5:00 p.m.