



The Roslyn's Laura Adler Teacher Center

A Site for Insight

Roslyn High School/ Round Hill Road/ Roslyn/ New York 11576

(516) 801-5185

Policy Board Minutes

Wednesday, May 28, 2025

Teacher Members Present: Karen Buschfrers, Kelly Denig, Alyssa Greaney, Stephanie McAdams, Linda Marcote, Suzanne Penkovsky, Kaitlin Pollin, Robin Stein, Elizabeth Tomao, Heather Wick

Other Members Present: Jason Lopez, Karina Baez, Jennifer Sheehan

Non Voting Members Present: Patricia Frohnhofer, Director

Absent: A. Kaimis, M. Palmisano, E. Chavoustie, K. Abrusci, R. Cutler, J. Freed, M. Goldspiel

Quorum Present Yes

Director's Report

- Minutes of 01.9.25 unanimously approved.

Budget Report

- Expenditures for May 28, 2025 unanimously approved.
 - A new cold laminator needed to be purchased to replace our very old one.
 - Jason mentioned the need to purchase a new poster maker as it will soon be impossible to buy supplies for it.
- FS10 for 2025-2026 school year unanimously approved.
 - Patti reviewed some of the projected expenses for 2025-26 including collegial circles, travel expenses for symposiums, and instructors for courses.
 - Patti also reviewed and discussed the Director's job description.

Old Business:

- Patti presented results of the Needs Assessment survey.
 - 92 responses were received and virtual classes were in high demand as well as AI courses.

New Business

- Kelly Denig unanimously approved as Policy Board chair for 2025-2026 school year.
- **Courses:**
 - Teaching Assistant Series with Barbara Schwartz: *Supporting Student Transition and Preventing Summer Regression* May 29, 2025 4:00-6:00 PM
 - NYSUT ELT Course with Kurt Hassenpflug: *AI for Educators*, June 2, 2025 5:30-8:30 PM Via Zoom

Meeting Dates:

**Heights School,
Heights Library 3:30PM**

Thursday, June 12, 2025

Minutes submitted by Kelly Denig.