



Room 545 Sibley Hall  
SUNY Plattsburgh  
Plattsburgh, New York 12901  
518-564-5000  
518-564-5001 (FAX)  
HYPERLINK  
"https://northcountrytrc.wixsite.com/education"  
<https://northcountrytrc.com>

**Minutes**  
Policy Board Meeting  
May 11, 2026

Cindy McCarty, Chairperson, called the meeting to order at 4:25 pm.

**1. Approval of Minutes**

-Motion to accept the minutes from March 2026 – H. Walsh and second A. Waldron: Motion carried, unanimous.

**2. Fiscal Report**

Denise submitted a monthly report of the current status of NCTRC (Attached)

- -Motion to accept the fiscal report dated May 2026 – V. Washburn and second T. Figoni: Motion carried, unanimous.

**3. Reports and Communications**

Director's report attached

**5. New Business**

Denise presented the proposed budget for the NCTRC. As of this evening the numbers have not yet been finalized, so we are using last year's numbers (\$190,102)

Motion to approve the 2026 -2027 FS10 in the amount of \$190,102 - M. Newcombe and second H. Walsh: Motion carried, unanimous.

We have applications for new instructors.

-Motion to approve Maura Trombley as an instructor/facilitator at the NCTRC A. Waldron and B. Fregeau: Motion carried, unanimous

The policy board composition will change as Bailey assumes the Director position. Since she was the LEA representative, we needed to find someone new. Denise and Bailey met with the Plattsburgh City Schools Treasurer to see if she would like to fill the position herself, appoint someone of her choosing, or allow us to advise her on potential people. She is found allowing us to appoint, so April Myers-Lautenschuetz will be assuming the LEA position, Allison Morrow will take her position as a parent representative. We also have a new Schroon Lake representative, Lee Silvernail.

When Bailey and Denise attended the March Eastern Upstate meeting, the Statewide committee had a presentation on the Portrait of a Graduate (PoG) initiative. In the summer, instructors will attend a required training to focus their offerings to the competencies matching the PoG. This will remind local superintendents that the Teacher Center can be a great resource for professional learning.

**Also Attending:**

Denise Sypek  
Amanda Bokus

NCTRC Director  
Saranac Teacher

Minutes Submitted by Denise Sypek, Director 5/12/2026



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 nctrc5000@gmail.com

To: NCTRC Policy Board Members  
 From: Denise Sypek  
 RE: Budget  
 Date: May 11, 2026

Attached you will find the budget overview of expected revenues and amounts received in the NYSED account for the fiscal year beginning July 1, 2025. Expenses to date are reflected in this report. Detailed spreadsheets are on file with specific categories.

**Grant** **Total Amt.**  
**\$ 190,102.00**

<u>Codes</u>	<u>Amount</u>	<u>Expenditures</u>	<u>Unencumbered</u>
400 P Serv.	\$186,626.00	\$50,550	\$6,450
450 Supplies	\$700	\$0	\$700
460 Travel	\$1171	\$1188	-\$18
Indirect costs PCS	\$1605	\$1605	\$0
<hr/>			
<b>Total</b>	<b>\$190,102</b>	<b>\$53,343</b>	<b>\$7132</b>



# NCTRC Director's Report

## May 2026

### **Week of March 9 - 13**

- Committee of 100 (Denise and Cindy attend)
- NYS MTP PLT meets
- Pathways to Leadership series
- New Teachers Night Out
- NYS MTP Cohort meeting

### **Week of March 16 - 20**

- SUNY Plattsburgh Spring break

### **Week of March 23 - 27**

- EDS 536
- Student Teaching Seminar

### **Week of March 30 - April 3**

- EDS 536
- Co-Teaching class begins
- NYS MTP PLT meets
- Adolescent Ed meeting
- Student Research Conference

### **Week of April 6 - 10**

- Local school break
- Education Department meeting
- Childhood Education meeting

### **Week of April 13 - 17**

- Our Planet class begins
- The Marshmallow Test collegial circle begins
- Voices from the Holocaust class begins
- EDS 536
- EDU 130
- Pathways to Leadership series
- Student Teaching Seminar
- North Country Literature Ed. Collaborative meeting