

## EDUCATIONAL CABINET

May 11, 2021, 2:30 p.m.

Cafeteria

### Attendees:

Jim Conway, Megan Coker, Bridget Crossman, Alyssa Drapeau, Kellie Dudla, Lisa Fox, Courtenay Hall, Emily Holderman, Robin Larson, Ann Moellman, Ginny Mondschein, Deb Quillinan, Summer Steves, Brian Thomsen, Heather Usher

### Cabinet Goals for 2020-2021:

1. To take care of the safety & social emotional needs of students/staff
2. To manage the delivery of our academic program both virtually and in person
3. To continue to grow our home/school communication

### Cabinet Membership for 2020-2021:

Jim Conway (Principal), Geoff Bizan (Science CL), Megan Coker (Instructional Innovation), Bridget Crossman (Social Studies CL), Alyssa Drapeau (3rd-4th), Kellie Dudla (K-2nd), Courtenay Hall (Parent), Emily Holderman (ELA CL), Robin Larson (Special Ed CL), Ann Moellman (Int II & Lighthouse Coordinator), Ginny Mondschein (Curriculum Coordinator), Deb Quillinan (EST), Kenneth Schenk (MCI), Summer Steves (Parent/PTSO Rep), Brian Thomsen (Math CL), Heather Usher (MCI CL)

## UPDATES

Principals Update	<p><b>Kudos</b></p> <p>Earth Day - thanks to all specialists. A special thanks to Kelsey Cox for her effort to organize this day!</p> <p>Thank you to the PTSO for the luncheon last Tuesday and coffee/donuts on Friday!</p> <p><b>MRA &amp; Lighthouse Recertification</b></p> <p>Thank you to staff members who have completed the MRA. Approximately 70 parents have already completed the survey. We are still waiting on some classrooms to complete the MRA. Once finished this will be closed out and we can utilize the information for goal setting and our LIM review. This is an annual survey, but also part of our 2 year Lighthouse recertification process. We became a lighthouse school in April of 2019.</p> <p><b>ACTION ITEM: 4-6 Teachers - Please let Jim or Lisa know when your class completes the MRA.</b></p> <p><b>ACTION ITEM: Cabinet members - Look at the lighthouse certification process before the next meeting. There is a template we will complete. Feel free to add any bullet points.</b></p> <p><b>COVID-19</b></p> <p>Thanks for the continued effort to keep our students safe and in school.</p> <ul style="list-style-type: none"><li>• Please keep following our protocols as the weather improves: Have</li></ul>
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	<p>conversations with your students and remind them about physical distancing, face masks and hand washing.</p> <ul style="list-style-type: none"> <li>Current full time virtual students - 10 (K-0, 1st-2, 2nd-1, 3rd -2, 4th -3, 5th-1, 6th -1)</li> </ul> <p>10 classes currently have no virtual students Our short-term virtual students have been minimal</p> <p><b>NYS Test Dates</b></p> <p>May 12: 3-6 Math, Session 1 May 20: 3-6 ELA, Session 2 May 27: 3-6 Math, Session 2 June 7: 4th Grade Science</p> <p><b>Randy's Run &amp; Murphy's Mile</b> Saturday, May 15th. Registration is closed.</p> <p><b>Art Show/Budget Vote - Tuesday May 18</b> Budget Vote: 9 a.m. 8 p.m. in the gym Art Show: 2:25 - 3:15 p.m. and 5:30 - 7:00 p.m. Visitors will be guided through the halls in a one way direction with physical distancing and required masks. Information sent home to families.</p> <p><b>Last Week of School Schedule</b> Monday through Thursday will be ½ days (11:15 dismissal) and Friday there will be no school for students. This information went out to families today.</p> <p><b>LGES instruction/classrooms structures for 2021-2022</b> We will start having more conversations about what next year will look like. What are we able to get back to and which, if any changes should be retained. There is still a lot to discuss. This year, collectively we have done the best that we can. We are meeting with schools in the BOCES region about a regional virtual school for those that require one.</p> <p>Other</p> <ul style="list-style-type: none"> <li>There will be no STEM Camp this summer as no proposal was submitted</li> <li>No parent chaperones/volunteers will be allowed on field trips or at events.</li> </ul>
PTSO (Summer)	Upcoming mini golf event at Pirates Cove on May 25. Please consider volunteering to help.
ELA (Ginny)	<p>End of year assessments -- modifications K-2:</p> <ul style="list-style-type: none"> <li><b>Benchmarking all students--Reading Center, Special Education Teachers, and Ginny will screen all students June 1-18.</b></li> <li>iReady Reading and Math Spring Diagnostics--administered by teachers</li> </ul>

	<p>June 1-11</p> <ul style="list-style-type: none"> <li>• High Frequency Words -- June 1-11</li> <li>• Words Their Way Spelling Inventory--grades 1&amp; 2 -- June 1-11</li> <li>• Kindergarten Letter Identification, Letter Sounds -- June 1- 11</li> </ul> <p>3-6:</p> <ul style="list-style-type: none"> <li>• <b>Benchmarking of AIS students--Reading Teacher, Special Education Teachers, and Ginny will complete all AIS students June 1-18</b></li> <li>• iReady Reading and Math Spring Diagnostics--administered by classroom teachers June 1-11</li> <li>• Words Their Way Spelling Inventory--grades 3-6 -- June 1-11</li> </ul> <p>Jim - With the benchmarking and number of students serviced this year our teachers have done a great job providing intervention. It was challenging and there is a lot for us to be proud of!</p>
Math	<p>Continue to prepare materials for in person and virtual students</p> <p>Ginny--End of year assessments -- Pearson and Module end of year tests -- confirm consistency in administering end of year tests.</p>
MCI	<p>MCI - April Meeting Minutes</p> <p>Kenneth --SPAC Video Series, Opera Saratoga Video Series, Outdoor Spring Chorus and Band Concert will be June 9, 2021 (Rain Date: June 10, 2021). Dress rehearsal will be during the school day in the afternoon.</p> <p>Bridget -- There will be a family night broken up by grade levels to introduce summer reading circles. More details coming soon.</p>
Science	
Social Studies	<p>SS - April 20 Meeting Minutes</p> <p>Feedback gathered from teachers to help guide the work for the last 2 committee meetings. Thank you to all the teachers for their participation. Bridget and Megan used the feedback to design PD/ work time.</p> <ul style="list-style-type: none"> <li>• May's Meeting: share technologies tools that teachers asked for training using (Nearpod, Book Creator). See ways teachers have successfully used them, provide a deeper look into the tool and give time to explore.</li> <li>• June's Meeting: Bridget will share resources that are available to support SS content. Teachers will come prepared to build a lesson or unit to incorporate both resources and one of the tools shared in the previous committee meeting.</li> </ul>
Student Leadership	
Special Education	
EST	EST - April 13 Meeting Minutes

K-2	Primary - April Meeting Minutes  Appreciate the end of the year calendar being out. Having a 10 days to Summer Countdown with a Carnival at the end. Starting to prepare for the end of the year.
3-4	Int I - April 19 Meeting Minutes
5-6	Int II - April 19 Meeting Minutes

## **Educational Cabinet Shared Decision Making Discussion**

### **LGES Leadership Structure**

At the last cabinet meeting Jim asked cabinet members to think about our current structure and provide feedback. This past year we shifted from our plan that we had implemented due to the uncertainty of covid-19 and a shift in our goals. A lot has changed in the last year. Is this still the right path or is it time to adjust? Cabinet members broke into groups and discussed the two questions:

1. Is the original purpose for the committee structure from last year still our goal? Are there alternatives that should be considered?
2. Does the committee structure best support the purpose? Are there alternatives that should be considered?

Please see the below link for a summary of the reflection that took place.  
Committee Review at 5/11 Meeting

**ACTION ITEM:** Jim encouraged further conversation and brainstorming in levels meetings. Everyone should have the understanding of how our structures changed two years ago and why we paused this year.

### **Hiring Process**

Cabinet members were asked to take the following documents to their levels meetings and provide feedback.

Hiring Procedure Feedback request

LGCS D RECRUITING AND HIRING: Purpose, Belief and Assumption

LGCS D Hiring Procedures

**ACTION ITEM:** Please speak with you teams and cabinet reps should forward suggestions or recommendations from your team to Jim. Final feedback will be presented to Lynne Rutnik from both buildings -Forum and Cabinet.

End: 4:13