

EDUCATIONAL CABINET MINUTES

October 12, 2021, 2:30 pm

Cafeteria

Cabinet Membership for 2021-2022:

Jim Conway (Principal), Megan Coker (Innovation/Instructional Tech), Jeff Crotty (5-6), Kellie Dudla (K-2nd), Lisa Fox, Ashley Gershen (3rd-4th), Courtenay Hall (Parent), Ann Moellman (Lighthouse Coordinator), Ginny Mondschein (Curriculum Coordinator), Deb Quillinan (EST), Kenneth Schenk (MCI), Summer Steves (Parent/PTSO Rep)

Cabinet Goals for 2021-2022:

1. Ensure that all students receive the CASEL approved LIM direct lessons K-6.
2. Ensure that the LGES committee structure allows us to move forward with leadership initiatives and standards aligned academic programs.

UPDATES

Principals Update	<p>KUDOS</p> <p>Thank you to all staff for supporting each other as we deal with the substitute shortage. This has been a problem in other area schools for quite some time. Jim is working on recruiting more subs.</p> <p>Great job with the LGAN presentations!</p> <p>UPDATES</p> <p>Leadership/LIM visit</p> <p>Sharon Chapman is our new Leader In Me coach from Franklin-Covey (replacing Gary McGuey). Sharon will be visiting LGES on Wednesday, October 27. Sharon will review our building goals, visit classrooms, talk to students and meet with cabinet members. She will provide feedback for us to consider. Jim will provide a schedule, and meeting sessions for cabinet reps should last about 30 minutes- will help with coverage if needed.</p> <p>DEI Committee</p> <p>The district paused in creating a policy and an ad hoc committee was formed and staff and community members have been invited. Jim encourages people to be involved in this discussion and will keep everyone posted.</p> <p>District Code of Conduct Committee</p> <p>We have always had a building level code of conduct, however we have not had an overarching district code of conduct, and this is what the committee is working on. The committee is looking at draft codes of conduct from Erie 1 BOCES as well as other schools code of conducts, and will make adjustments to fit our district. This is a code of conduct for anyone who is on campus; staff, students, visitors etc.</p> <p>COVID-19 updates</p> <ul style="list-style-type: none">• The link for daily updates. It is important that we remain vigilant with distancing, masks, sanitizing to reduce the need for quarantine.
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	<ul style="list-style-type: none"> • Thanks to teachers and TA's for following procedures for quarantined students. • If we keep doing what we are doing, we will likely not have quarantines due to anything in school. • If a student is in quarantine they do not have to test unless they show symptoms. <p>Staffing Welcome to our new staff member!</p> <ul style="list-style-type: none"> • Miss. Margo Nelson - Child Associate in the playroom. <p>Student Risk Screening Assessment This will be completed at the November staff meeting</p> <p>Fire Drills All fire drills are completed. Individual classes must schedule a practice lockdown with Rob by Friday October 22. We will have a school wide lockdown later this month.</p>
PTSO (Summer) & Parent	<ul style="list-style-type: none"> • Parents are asking why the younger grades are watching TV everyday as they eat lunch. A couple of complaints that some of what is shown is not educational or appropriate. We need to be mindful of screen time and especially how much TV is being watched during lunch periods. We should not be doing this everyday and need to make sure that they are allowed to talk and interact. When TV is on it should be educational. • Should we be planning the holiday fair? Is this an event we want to move forward with or can it look different? Jim suggested discussing it at the next PTSO meeting. • Parents were very pleased with the LGAN.
MCI	
Student Leadership	<p>No report</p> <p>However, currently greeters, student lighthouse teams, announcement teams, fish tank teams are up and running. Teachers have submitted missions & classroom leadership roles to the office.</p>
EST	
K-2	<ul style="list-style-type: none"> • Conferences - Jim confirmed that conferences are in person. Dismissal is at 11:15 all three days and all pickups should be complete by 11:25. Parents attending conferences will enter through the main entrance and exit through the external classroom doors. Kellie shared that full days are preferred by some. If conferences are 25 minutes, 7 per afternoon plus a lunch block would allow for 20 conferences. There was discussion about teachers' flexibility working with parents. • Comet child rating can be time consuming, can this task be shared by specialists or done in batches? Jim will review a copy so that he can see how long it takes. Ann shared how we used the short version this year.
3-4	<ul style="list-style-type: none"> • Ashley shared that some asked if staff could be on the same action team for more than

	one year? There was discussion about the pros/cons. As we get towards the end of the year and review how the new structure is doing we can discuss this further.
5-6	

Educational Cabinet Shared Decision Making Discussion Items

I. Lighthouse Recertification Evidence Binder Work Session

Work was completed on our evidence binder. More time needs to be put into this task.

ACTION ITEM: Cabinet members please look at and continue to add to the lighthouse virtual certification evidence binder document . Jim and Ann will meet and complete.

II. Action Team Updates

J. Crotty (PARP) - Great ideas presented during the meeting. We want to get kids engaged in activities that lead students to want to read. It doesn't have to look like it has in the past. Possibly a different theme each week. Exploring doing the activities in-school to get 100% participation? Encourage the kids to lead these reading activities.

K. Dudla (goal setting /Scoreboard) - Begin in January. A lot of discussion about how we measure each grade/class. We will use iReady for approximately one half hour block and encourage students to reach a specific benchmark. Forty mins weekly is the suggested practice for iReady. Discussion about the percentage students earn - is 100% or some other number ie 85% sufficient to score a point. Results will be posted weekly/monthly and their results will move their grade level boat across the lake. Ginny suggested we look at the monthly average and how many students achieve it to set a percentage.

K. Schenk (Flag Day) - Working on making it more student centered and student led. A lot of great discussion and brainstorming.

A. Moellman (Leadership Assembly) - Team talked about whether it would be an assembly or more during the day. There needs to be some discussion surrounding this. It should be a celebration for students to showcase their achievements throughout the year. Cabinet members supported more than just the assembly. The energy levels at these events has always been very high.

A. Gershen (Math Night) - Discussing ways that it could run whether it is virtual or in-person. Discussion about grade level appropriate tic tac toe boards, similar to last year. Have older students make the boards and partner with the younger students. Prizes add up as you complete the board. Putting student committees together to help and be involved.

Jim asked what support people need? It seems like action teams are all in good places.

III. ARP/ESSER - If anyone has suggestions or proposals please forward that information to Jim before Friday. Ideas have included: Transportation for Jumpstart, Summer Music Camp, Sunrise Scholars, Summer Math & Reading "Camps", STEM Camp, Reading Nights.

Ended 3:35