

## EDUCATIONAL CABINET MINUTES

November 9, 2021, 2:30 pm

Cafeteria

### Attendees:

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 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><b>KUDOS</b></p> <p>Thanks to everyone for completion of all assessments this past month and for the intervention that is being provided to our students! Collectively we are providing amazing support to our students.</p> <p><b>UPDATES</b></p> <p><b>DEI Committee</b></p> <p>The district ad hoc committee is still looking for a staff member to volunteer. Please let Jim know if you are interested.</p> <p><b>COVID-19</b></p> <p>Please review with your students -physical distancing/masks/check desk distance. Remind them of our expectations.</p> <p><b>Staffing</b></p> <p>Best wishes to Lynsey Whiting &amp; thanks for her service to LGES students!</p> <p><b>Student Risk Screening Assessment (SRSS-IE)</b></p> <p>This screening was completed at the November staff meeting and the counselors are working on identifying any student needs, either new or preexisting. We want to make sure all of our kids are supported.</p>
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	<p><b>Lockdown &amp; Fire Drills</b>  Lockdown and fire drills are completed for the Fall. In the Spring we will do a drill where we evacuate to a location. We are working with Needham Risk Management regarding school safety and they will be providing feedback and suggestions for our building following the completion of an audit.</p> <p><b>Review of ½ days in relation to the calendar &amp; conference days</b>  NYS requires 180 instructional days.  We have 184 days built into our calendar (includes room for 4 “snow” days)  Half day conferences count as full instructional days &amp; full conference days do not.  A full day conference day would put us at 183 days and reduce our snow days to 3.</p> <p><b>Siblings at Conference Days</b>  There was discussion among members regarding siblings attending conference days. The majority agreed they can be a distraction and they should not be encouraged to attend. In the past, parents have understood the need to avoid bringing siblings. <i>Extenuating</i> circumstances may be accommodated. If parents reach out with concerns they can discuss this with Jim or the classroom teacher.</p>
PTSO (Steves)	<p><b>Winter Craft Fair - Saturday, December 11</b>  The PTSO is planning to offer a mini outdoor version of the classic event. There will be about 10 activity stations at tables outside. In the event of bad weather, they will send bagged crafts home with the kids that registered (maybe 80 max students). More information to follow.</p> <p><b>Spirit Gear Sale - Dates TBD</b>  The PTSO is going forward with an apparel sale this year. They will be offering winter hats, sweatshirts and tall socks and are currently working on designs for those items.</p> <p><b>Snow Sculpture Contest</b>  Once the snow sticks, the PTSO will be hosting a snow sculpture contest to be voted on by staff and students. They will do the snow sculpture at home and submit photos.</p>
MCI (Schenk)	<p><b>Winter Olympics Event - Friday, February 18</b>  A Winter Olympics event is currently in the planning stages. It will be the Friday before February break.</p> <p><b>Winter Concert - Thursday, December 16</b>  We are excited to be able to hold a Winter Concert this year. Tentatively, it will be in the Carriage House at Fort William Henry. The venue cannot accommodate the entire K-6th student body, therefore the traditional dress rehearsal the morning of the concert is still to be determined. The concert was relocated to this venue so that we could spread our performers out on stage as they don't fit on HS stage space. There is no elevated seating in the Carriage House like there is in the HS auditorium. The evening performance will have limited seating.</p>

Student Leadership (Moellman)	<p>The two Lighthouse Teams have both met twice, and at the next meeting students will begin working on their specific action teams.</p> <p>Members discussed the idea of having the SLHT sign up to help with the current cabinet action teams. Jim explained that the SLHT focuses on projects that come from their ideas. A suggestion of using the help wanted board and/or bulletin to secure student help for cabinet action teams was shared.</p>
EST	EST October Minutes
K-2	K-2 October Minutes
3-4	Int I October Minutes
5-6	Int II October Minutes
Action Team Minutes	<p>Scoreboard (Dudla) - Beginning in January. At the next faculty meeting this will be discussed and explained to all staff and questions answered.</p> <p>Science Fair (Quillinan) - April 6</p> <p>Leadership Assembly (Moellman) - An assembly only and not a full or half day. It will take place at the end of the year on a day to be determined.</p> <p>PARP (Crotty) - All in house this year.</p> <p>Math Night (Gershen) - February 9</p> <p>Flag Day (Schenk) - June 14</p>

## Educational Cabinet Shared Decision Making Discussion Items

### I. Sharon Chapman Visit

Jim thanked staff for the time committed to being with Sharon. The students' pride in their school, and the opportunities they have, was well displayed by our students. We want to keep getting better at what we are doing and affording these opportunities to kids. She was very impressed and we should be proud of all that we are doing, teaching leadership and providing opportunities.

### II. ARP/ESSER Funding

#### Building Improvement

- Monies will be put towards improving the air quality in the building.
- The noisy univents will be coming out over the next two years, and new, quieter ones installed. We should see a significant reduction in noise.
- These units will be responsible for airflow and heat.
- The air conditioning will be located in the ceiling.
- The work will take place Summer of 22 and 23.
- Jim visited schools with these units to make sure they meet our needs.

#### Sunrise Scholars

- This plan is moving forward.
- Jim has collected names of staff who are willing to tutor.

- Jim sent a message home to parents that more information will be coming.
- Jim will work with interested staff to come up with a plans
- Expected start date is to be determined.
- If anyone else is interested please let Jim know.

### III. **Future Cabinet Discussions** - enrollment trends, schedule, space

Dr. Huntley presented information regarding enrollment trends at a recent meeting. Enrollment trends in NYS are declining, this includes declines at the State, regional, county and Lake George level. In 12 years LGCS D has gone from 1,100 students to 650 students. Almost every school in the region has experienced a similar decline. All decision making moving forward should continue to take this decline into consideration. Future discussions at LGES will include:

- How we use space moving forward. We have fewer than half the students that the building was designed for. What options exist with space to best meet the needs of our students as we move forward?
- As our district gets smaller, how do we maintain programs and opportunities for our students? We could be a district of 550 students in the near future.
- When we think about space and opportunities, we should consider our schedule and how that may look different with a smaller school population.

Ended: 3:55