

EDUCATIONAL CABINET MINUTES

December 7, 2021, 2:30 pm

Cafeteria

Attendees: Jim Conway, Megan Coker, Jeff Crotty, Alex Poetzsch (K-2), Lisa Fox, Ashley Gershen, Courtenay Hall, Ann Moellman, Ginny Mondschein, Deb Quillinan, Kenneth Schenk, Summer Steves

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>UPDATES</p> <p>Dr. Huntley Presentation on 12/14 On Tuesday, December 14 at 2:30 p.m. in the Little Theater, Dr. Huntley will be sharing a presentation on local, regional and statewide student enrollment. Enrollment numbers are dropping at all levels and this information will help us as we look into the future as a district.</p> <p>COVID-19 updates We must remind ourselves that we can control what we do here in the school, and we must continue with these safety precautions - handwashing, masks, physical distancing.</p> <p>Superintendent Search Dr. Huntley is with us until the end of the school year and he wants to set the stage so that when he leaves we will have a strong superintendent in place. Tonight is the community forum at 7 p.m. at the Jr.-Sr. HS. One LGES staff member is attending. Jim encouraged staff to attend the meetings regarding the search process.</p> <p>DEI Ad Hoc Committee DEI continues to be a topic of discussion at the board level. Jim encouraged participation. There is currently no representative from the elementary school attending (other than him). The next meeting is Monday, December 13. Jim encouraged building participation in the process.</p> <p>Needham Safety Audit A safety audit was done last week and after visiting the building and grounds they are putting together recommendations. When the report is complete Jim will share it with staff. Immediate feedback included the importance of wearing ID badges and as always, speaking with individuals we do not recognize who are in, or near, the building.</p>
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PTSO Summer Steves	<p>Holiday Craft Fair - Saturday, December 11, 10 a.m. to 1 p.m. under the breezeway. There will be 10-14 activity stations set up outside. They are looking for volunteers. People interested in volunteering can email Summer Steves. There are currently 55 students signed up, with a limit of 75.</p> <p>Spirit Gear Sale Winter hats, tall socks and sweatshirts will be available. Socks will be white with blue on the toe, heel and top with lake silhouette up the side and "Lake George" on the bottom. Not sure when they will be available. They are trying for before the holidays.</p> <div style="display: flex; justify-content: space-around; align-items: center;">   </div> <div style="display: flex; justify-content: space-around; align-items: center;"> <p>Sweatshirt Logo</p> <p>Winter Hat Logo</p> </div> <p>Jim thanked Summer & PTSO for making these events happen.</p>
MCI Kenneth Schenk	<p>Winter Concert - Thursday, December 16, 7 p.m. at the Jr.-Sr HS gym The dress rehearsal will be that morning for K-6. Buses will leave the elementary school at 9 a.m. and return at 10:30 a.m. All rules will be followed to avoid any quarantining. This will probably mean multiple bus runs. Seating in the gym on the floor and bleachers will be spaced and everyone is expected to wear a mask. There are a total of 124 students performing and Ken shared how excited the performers are for the concert.</p> <p>Singalong - December 23rd, 9:00 a.m.-9:45 a.m. on the primary playground.</p> <p>Jim thanked Mallorie Meyer and Kenneth Schenk for all the work they have done to make this happen and acknowledged that the acoustics are not ideal.</p>
Leadership Ann Moellman	
EST Deb Quillinan	October Minutes
K-2 Kellie Dudla	October Minutes
3-4	October Minutes

Ashley Gershen	
5-6 Jeff Crotty	October Minutes
Action Team Minutes	Kellie Dudla - Scoreboard December Minutes Deb Quillinan - Science Fair December Minutes Ann Moellman - Leadership Assembly December Minutes Jeff Crotty - PARP December Minutes Ashley Gershen - Math Night December Minutes Kenneth Schenk - Flag Day

Educational Cabinet Shared Decision Making Discussion Items

I. Action Team Updates - Please refer to minutes.

Leadership Assembly (Ann Moellman) - The team is looking for information on anything your class may be doing that would be considered community outreach. Please document this in the link found in the minutes (LGES Community Leadership Experiences). There is another link in the minutes for photos of students exemplifying the habits (Habit Pictures). Please contribute to both of these documents

II. Sunrise Scholars

A significant number of students are already benefiting with 16 students currently participating (1st grade - 4 students / 2nd grade - 5 students / 3rd grade - will be starting in the new year / 4th grade - 1 student / 5th grade - 6 students / 6th grade - 0 students). Members commented on how it was a great way for kids to start their day. Jim thanked everyone involved.

Tutors should make arrangements so that if a student is not going to attend for some reason, they let you know in advance. If this does not happen, support a colleague that is meeting with more than one student.

III. December 23 Plans - 10 a.m. dismissal for students

The day will have three components

- Dr. Huntley will spend time with staff focusing on the district's mission and core values and really determining how we define those, what they mean to us and how they will guide us forward. It will not be strenuous work, but engaging work we will find meaningful.
- The cafeteria will provide staff with a bagged grab and go lunch and provide a time for us to come together.
- Time to do those things that are necessary but your team may struggle to find time to complete. It is an opportunity to complete tasks and close out the year being prepared for the new one. Jim's proposal for this time includes: adding to the leadership assembly folders, all data updated/entered, WIN groupings for January with focus, any Rockin' Reading final preparation (all sheets, charts ready for students), and preparing for the budget order. Jim does not expect all these tasks to be completed and asked for feedback and comments.

IV. Future Cabinet Discussions

Jim proposed that we start looking at and discussing the building schedule. As we look at enrollment trends, how does this affect our schedule? Is there a way to look at our schedule that may serve us better? Are there opportunities available to us? What is the best use of our resources? What is the benefit of a 5 day vs a 6 day schedule? Discussions will take place regarding different options and feedback. Now is the time to have these discussions/feedback rather than over the Summer. Any building schedule change agreed to would start at the beginning of next school year.

V. Other Items

The question was asked if we are getting another floating sub? Jim would like to, however currently subs are being hired into long term leave positions and are therefore difficult to recruit. Schools in our region are currently unable to fill leave positions and are pulling other staff to do so. If you know anyone who can sub please encourage them. The challenge with subs is a statewide issue that has been going on for several years in our region.

Ended: 3:33pm