

Educational Cabinet Minutes

March 8, 2022, 2:30 pm

Cafeteria

Attendees: Jim Conway, Megan Coker, Jeff Crotty, Kellie Dudla, 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>Kudos</p> <p>The LGES Olympics was a big success! Thank you to everyone involved in making the day special and meaningful for our students. Special thanks to Heather Usher for her leadership.</p> <p>COVID-19</p> <p>Thank you for preparing students for the change to mask choice on March 2nd. Being sensitive and respectful regarding choice has gone well. We still need to keep doing what we have been doing (hand washing, preventing close contacts, if sick, staying at home, etc.) and reminding students regularly of expectations.</p> <p>When a child is considered a contact they are required to wear a mask in school. We are working through the logistics of this at lunch and being sensitive to students who are in that situation. We still have contact distances that we have to follow. Although the mask regulation has been lifted there are still protocols we have to follow.</p> <p>If anything comes up that is out of the ordinary please share this with the office so it can be addressed.</p> <p>Superintendent Search</p> <p>We had a strong pool of candidates and as shared by Dr. Huntley, two finalists will be shared March 9th. The candidates will be in the district March 21st and 22nd. A schedule of what their days will be like follows.</p> <p>8:15-9:15 Tour of LGES</p>
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	<p>9:15-9:45 Candidates will meet with the Student Lighthouse Team to answer student questions. The SLHT will share their thoughts with Jim.</p> <p>10:00-11:00 Meet with directors</p> <p>11:05-11:40 Meet with HS students</p> <p>11:40 - 1:15 Lunch with the administrative team</p> <p>1:15 -2:15 Tour of the HS</p> <p>2:40-3:40 Meet with staff from both schools in HS Auditorium</p> <p>5:30-6:30 Community forum</p> <p>7:00-8:30 BOE meets with candidate</p> <p>Memory Book All classroom pictures and pictures from events should be submitted by now.</p> <p>PARP Thank you to Jeff Crotty and his action team for the planning/preparation for all of the events connected to this year's celebration.</p> <p>NYS Testing ELA tests are March 29th and 30th. Direction books were shared by email and are available in the office, procedures slideshow was shared, and proctoring assignments will go out soon.</p>
PTSO Summer Steves	
MCI Kenneth Schenk	January Meeting Minutes
EST Deb Quillinan	February Meeting Minutes
K-2 Kellie Dudla	February Meeting Minutes
3-4 Ashley Gershen	February Meeting Minutes
5-6 Jeff Crotty	February Meeting Minutes
Action Team Minutes	<p>Leadership Assembly Action Team Minutes - March</p> <p>PARP Action Team Minutes - March</p> <p>Science Fair Action Team Minutes - March</p> <p>Scoreboard Action Team Minutes - March</p> <p>Math Night Action Team Minutes - March</p> <p>Flag Day Action Team Minutes - March</p>

Educational Cabinet Shared Decision Making Discussion Items

I. Staffing for 2022-2023

Internal postings are underway. Jim asked for people to reach out to him last month if they were interested in an internal move. Jim shared that he had conversations with a number of staff members. If people move internally this may change the positions posted externally. Two week internal posting is followed by external posting.

II. March Conference Day - Friday, March 18

Administration has been gathering information and feedback from staff on what they would like on that day. A general outline of the day is below.

AM: A grab and go breakfast at both schools. The Human Library will be in the elementary school, thanks to those that have signed up. The morning sessions for staff include First In Math, mental health first aid & mindfulness, K-2 ELA discussion led by Ginny & the reading department, 3-6 teachers meeting to review & prepare for State Testing. Lunch in building.

PM: Connection activities across both schools (pickleball, hike, xc skiing, etc.)

A more detailed schedule will be shared in the next day or two.

III. Discussion Regarding Schedule

Jim shared how he was impressed with the discussions that took place at grade levels with proposed schedules. He is confident that some requested changes can be made to the schedules. He did note that the question/task asked last meeting regarding the why behind changes would be helpful. Cabinet members looked at and discussed the draft worksheet/schedules that were created by each grade level. A number of items were noted/discussed.

- In an ideal situation (non-covid restrictions) we can now fit 4 grade levels in the cafeteria. This gives us some flexibility.
- There was discussion about the earliest time for an appropriate lunch. There was general agreement that 10: 30 would be the earliest.
- Jim shared that he spoke with Jeff DeStefanis and approximately 10:45-1:00 is the time the cafeteria can serve lunches and complete their other duties within their schedule. There is some wiggle room.
- Looking at proposed schedules, Jim noted that 6 grades requested lunch at approximately the same time (overlapping), and obviously this cannot happen.
- We do not know if there will be any spacing requirements in the cafeteria next year. We also do not know if lunch will be subsidized again (possibly by the State next year). When lunch is subsidized this leads to more students going through the line and more time to get grade levels through the lunch line. The hope is that grade level lunch start times can be separated by 10 minutes.

- It was also again noted that K-2 specials need to be all a.m. or all p.m. and 3-6 specials need to be all a.m. or all p.m. due to shared staff.
- Snack is not something we have ever put on the schedule, it is something teams have incorporated into the day depending on when it works for them. Jim cautioned against being too specific on a master schedule.
- Jim asked about common language regarding what teams meant by SEL. A lengthy discussion followed. Jim stated SEL is not snacktime.

Jim requested that the reasons *why* grade levels have placed things at certain times on the schedule would be helpful when making decisions/necessary changes. If there are reasons why, or a priority as to why, you have placed something on the schedule please share this. Each grade level, and specialists, have a section under the draft schedule to explain their reasons why to help prioritize. Please complete this at your team meetings. Jim will create a draft schedule for cabinet members to review at our next meeting and continue this discussion.

3:45 End