

**Educational Cabinet**  
**April 5, 2022, 2:30 pm**  
**Intermediate II Breakout Room**

**Attendees:** Jim Conway, Kellie Dudla, Lisa Fox, Ashley Gershen, Ann Moellman, Ginny Mondschein, Deb Quillinan, Kenneth Schenk.

**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>COVID-19</b> We still need to continue hand washing, preventing close contacts, if sick staying at home, etc. and reminding students regularly of expectations.</p> <p><b>We need to avoid students being in close proximity (eg. reading buddies). In addition to students/staff still getting COVID, we are seeing very high numbers of flu.</b> Please talk to students about maintaining distance and don't put them in positions where they are considered contacts.</p> <p><b>Superintendent Search</b> Thank you to everyone that participated in this process. Congratulations to John Luthringer who will begin in his position July 1st. Jim is very thankful that the BOE allowed the administrative team to be part of this hiring process.</p> <p><b>PARP</b> Thank you to Jeff Crotty and his action team for all of the events connected to this year's celebration.</p> <p><b>NYS Testing</b> Thank you to everyone that proctored our students during the assessment window.</p> <p><b>Music</b> Congratulations to Mallorie Meyer and the All-County band students.</p> <p><b>Science Fair</b> Thank you to Deb Quillinan and her action team for the effort that has gone into this event!</p>
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	<b>EAP Program</b> The district will begin to provide this for staff in the near future (possibly as soon as May). It offers very good support services including counseling, financial, legal, performance coaching, wellness, coaching etc. A representative will be at our May staff meeting to provide more information and share how this program works.
PTSO Summer Steves	
MCI Kenneth Schenk	March Minutes
EST Deb Quillinan	March Minutes
K-2 Kellie Dudla	March Minutes
3-4 Ashley Gershen	March Minutes
5-6 Jeff Crotty	March Minutes
Action Team Minutes	Flag Day Leadership Assembly - April Minutes Math Night - April Minutes PARP - April Minutes Science Fair - April Minutes Scoreboard - April Minutes

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

### **I. Staffing for 2022-2023**

The district has posted several positions already on OLAS. These are positions that there were no internal candidates for (music, social worker and counselor position). If we have a strong candidate pool we will start the interview process soon.

Ashley Gershen will fill the Curriculum Coordinator position in our building next year. Congratulations Ashley! Jim can now move forward at looking at other internal moves and talking with people who showed interest.

### **II. Discussion Regarding Schedule**

Jim created a draft schedule taking into account information and feedback shared. Following review and feedback, Jim will also meet with Jamie Bearor to ensure that we can cover special education needs within the proposed schedule.

Highlights from the **March minutes** related to schedule are below:

- Some requested changes can be made to the schedules.
- We can now fit 4 grade levels in the cafeteria.
- Approximately 10:45-1:00 is the time the cafeteria can serve lunches.
- Six grade levels requested lunch at approximately the same time (overlapping), and obviously this cannot happen.
- The hope is that lunch start times can be separated by 10 minutes (long lines)
- Jim tried something with the 5th grade specials in the am as requested with F-L still in the pm.

Draft master schedule

Draft Specialist Schedule

Jim asked cabinet members to take this back to their teams for feedback. Remember, almost any change impacts something else. Intervention (WIN) blocks are staggered to allow service providers to meet with students.

### III. Room Locations for 2022-2023

We need to begin a discussion regarding future classroom locations and *what's best for student learning*. (The continued hope is that COVID restrictions will not impact our building as it has the past two years). As we have gotten smaller we should look for opportunities that may exist.

1. Consider the number of sections/students per grade level. Clusters can easily accommodate 6 sections and we now have 4 or 5 and this will likely continue to decrease.
2. How can we minimize the time students requiring the most intensive services are spending transitioning each day? Location matters.
3. Are we able to utilize one location to deliver special class services instead of 2?

Below is the number of homerooms by grade level, based on current and predicted enrollment trends. Unless enrollment trends change, it is likely that the number of sections/number of rooms needed will continue to decrease.

2022-2023			2023-2024	2024-2025
Grade	# Students	Sections	Sections	Sections
Kindergarten	27	2	2 ?	2?
1st	36	2	2	2?
2nd	41	3	2	2
3rd	31	2	3	2
4th	49	3	2	3
5th	46	3	3	2
6th	53	3	3	3

There was discussion around the potential for K-1, 2-3 and 4-5 groupings in clusters with sixth grade in its own separate location. This discussion has happened in past years, but now with fewer sections, it's easier to have serious discussions. What are the opportunities that these groupings would provide? There was discussion about instructional benefits, intervention benefits, etc What are the disadvantages? There was discussion regarding 6th grade students and their connection to other levels. We discussed leadership opportunities for all students being important. We will send a survey to get feedback from staff on their thoughts.

HERE IS THE SURVEY LINK FOR ALL STAFF TO COMPLETE -THANK YOU!

#### **IV. Other considerations for 2022-2023**

Cubbies vs. Bins

Desks vs. Tables

Discuss with your team. What makes sense for students?

End: 3:40