

## Educational Cabinet Minutes

May 9, 2023 2:30 p.m.

Location: Little Theater

**Attendees:** Morgan Byrnes, Megan Coker, Jim Conway, Jeff Crotty, Lisa Fox, Courtenay Hall, Paul Kelly, Alayna Lavigne, Mallorie Meyer, Summer Steves.

### Cabinet Membership for 2022-2023:

Morgan Byrnes (K/1), Megan Coker (Director of Curriculum, Technology, & Innovation), Jim Conway (Principal), Jeff Crotty (4/5), Lisa Fox (Admin Assistant), Ashley Gershen (K-6 Curriculum Coordinator), Courtenay Hall (Parent Rep), Paul Kelly (6th), Alayna Lavigne (2-3), Mallorie Meyer (MCI), Deb Quillinan (EST), Summer Steves (Parent/PTSO Rep).

### Cabinet Goals for 2022-2023:

Cabinet identified three lower MRA scores and will use those to generate goals for the year. The goals will be a focus of action teams.

1. Student Leadership : Self Advocacy
2. Supportive School Environment: Trusting Relationships
3. Goal Achievement: Student Goal setting

### UPDATES

Principals Update	<p><u>Art Show / Open House / Budget Vote / BOE Vote - Tuesday, May 16</u></p> <ul style="list-style-type: none"><li>• Candidates on the ballot in order are Janine Bieber, Linda Cark and Rosemarie Earl.</li><li>• There are a lot of resources on the <a href="#">website</a> regarding the budget.</li><li>• Voting will take place at the elementary school gym from 11 a.m. -7:30 p.m.</li><li>• Doors will open at 6:30 p.m. for families to walk through the building and view art projects. At 7:00 p.m. doors will open into the classrooms.</li><li>• Parents are excited to see what our students have done over the year and student work should be out</li><li>• There will be a food drive that night to supplement what we already have for our backpack program. We will be requesting cereal, peanut butter and jelly, pasta and spaghetti sauce (plastic containers and no glass)</li></ul> <p><u>MRA Survey</u></p> <p>A reminder will be sent out to parents. Students in 4th-6th have been scheduled to take the survey Friday, June 9.</p> <p><u>Safety Items</u></p> <ul style="list-style-type: none"><li>• There will be a lockdown drill this Friday morning. Please review procedures with students.</li><li>• We will try to do 2 fire drills this week</li><li>• Tuesday, May 23rd is another possible lockdown date. We will invite local law enforcement.</li></ul>
-------------------	---

- As always, continue to be vigilant with school safety. Observation of surroundings when supervising at recess, etc. is important. If something doesn't look right, report it!

#### Summer Work

- Jim shared a document outlining the summer work in the elementary building this summer. There are a lot of different people and companies involved in the work here.
- Within the next two weeks, crews are going to come into the building in the evenings to prepare the ceilings for the air conditioning units. Jim will keep everyone posted.
- Work will begin in the K/1 cluster June 26 and work around the building finishing in 6th grade.
- There will be no access to the building during July. Staff will be phased back into their area of the building as work is completed. Access will be through exterior doors. If everything goes as planned 6th grade will have access the last week of August.
- No one can be in the building without approval from Jim. Likely, this will not happen until the month of August.
- Knowing you will not have access to the building, think about what you will need to take home for the Summer.

#### Cabinet Membership for Next Year

K/1 - Morgan Byrnes  
 2/3 - Alex Poetzsch  
 4/5 - Kelly Montesano  
 6 - To Be Determined  
 MCI - Mallorie Meyer  
 EST - To Be Determined  
 Parent Reps - To Be Determined

#### Sharon Chapman Visit - Thursday, May 18

- As part of our annual membership with Franklin Covey our consultant, Sharon Chapman, will visit LGES on May 18.
- Sharon will “impart her wisdom” and provide guidance and help on how to build and improve upon the great foundation we have already established with leadership.
- Sharon will meet with teachers, students, action team leaders, and visit classrooms. Jim will share a schedule.
- Action Team Leaders -By Thursday, , please share with Jim when you can meet with Sharon on the 18th for about 20 minutes. Schedule for the day will be developed.

#### Curriculum Update

- We hope that the BOE will approve our new math program (Eureka Math 2) tonight, and once this is done we can start ordering materials.
- Surveys have been shared regarding professional development. Please complete these as soon as possible so that plans can be finalized for summer professional development.

PTSO Summer Steves	
MCI Mallorie Meyer	22-23 Meeting Minutes Mallorie thanked everyone for helping out and participating in Environmental Day. The concert and dress rehearsal are on Thursday, May 25.
EST Deb Quillinan	April Minutes
K-1 Morgan Byrnes	April Minutes
2-3 Alayna Lavigne	April Minutes
4-5 Jeff Crotty	April Minutes
6th Paul Kelly	April Minutes
Action Team Minutes	Leadership Assembly - 22-23 Minutes - Event Date: Friday, June 9  Scoreboard - April Minutes  Social Studies Fair - April Minutes  PARP - April Minutes  Math Night - Minutes  Patriotic Events - April Minutes - Event Date: Wednesday, June 14

## EDUCATIONAL CABINET SHARED DECISION MAKING DISCUSSION ITEMS

### I. Action Teams D- Post Event Meetings Discussion

Our action teams have achieved an enormous amount of great work and we have a solid foundation to build on. Jim led a discussion regarding the following questions:

- Are there ways that reflection can lead to enhancements to the great work of our action teams?
- What are the ways that we can include more student voice in the planning process?

Cabinet members discussed how surveying students can be utilized to gain their input/creativity. Some noted how they used the results of the brief lighthouse student survey. Student input could be collected early on in the process.

### Leadership Assemblies

At our summer meeting, we will discuss how our leadership assemblies could have consistency across grade levels.

End: 4:10