

Educational Cabinet Agenda
June 6, 2023 2:30 p.m.
Location: Intermediate II breakout

Attendees: Morgan Byrnes, Jim Conway, Jeff Crotty, Lisa Fox, Ashley Gershen, 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">● Janine Bieber and Rosemarie Earl were reelected and remain on the Board.● The budget passed.● Thanks to everyone for opening your doors to our families. Our art show and open house is a long-standing tradition that our students & families look forward to. <p><u>MRA Survey</u></p> <ul style="list-style-type: none">● Students in 4th-6th have been scheduled to take the survey Friday, June 9.● Staff completed this at our staff meeting.● Parent participation was very low since we did not have parents complete the survey at the open house. Jim is asking teachers/grade levels to reach out to parents via ParentSquare and ask them to complete the survey. Jim is confident we can get a good response if we do this just like we have in past years. <p><i>Every year we ask parents to complete an anonymous 5-10 minute survey connected to our Leader in Me Program. Thank you to those of you that already completed it. The survey link is here. Your feedback is used to help guide us in developing our goals. Thank you for taking the time to complete this.</i></p> <p><u>Safety Items</u></p> <ul style="list-style-type: none">● Lockdowns went well. The drill ends when we visit in person, <i>however, please keep students in the cluster until we get on PA and allow classes to leave clusters.</i>● Some other things to consider:
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- 1) The importance of not leaving windows/doors open and unattended. It is much easier to deal with a threat on the exterior of the building rather than the interior.
- 2) The loading/receiving area must be locked/closed to prevent access.
- 3) How beneficial the exterior cameras are when we have advance notice of a threat as well as if there was an active situation.

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

Summer Work Reminders

- 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.
- We can help facilitate anything that has to be moved to the HS.

Cabinet Membership for Next Year

- Thank you to members that are leaving - Jeff Crotty, Alyana Lavigne, Courtney Hall, Paul Kelly & Summer Steves.
- Welcome to our new members - Alex Poetzsch, Kelly Montesano, Kate Bedard, & Gabby West.
- K/1 - Morgan Byrnes
2/3 - Alex Poetzsch
4/5 - Kelly Montesano
6 - To Be Determined
MCI - Mallorie Meyer
EST - Deb Quillinan
Parent Reps: Kate Bedard, Gabby West

Sharon Chapman Visit - Thursday, May 18

- Thank you for the time spent with Sharon Chapman, our rep from Franklin Covey.
- Sharon shared that she is impressed with staff and we have good people in leadership roles and are doing great things.

End of Year Events - Jim encouraged staff to attend the following events.

- Moving up Ceremony - Thursday, June 22 at 7 p.m. - 7:45 p.m. We recognize both our 6th graders and our retirees.
- HS Graduation - Saturday, June 24 at 9 a.m. - 10 a.m.

PTSO Summer Steves	PTSO officers are still needed for the next school year. Please reach out to Summer with any suggestions.
MCI Mallorie Meyer	22-23 Minutes
EST Deb Quillinan	May Minutes
K-1 Morgan Byrnes	May Minutes
2-3 Alayna Lavigne	May Minutes
4-5 Jeff Crotty	May Minutes
6th Paul Kelly	May Minutes
Action Team Minutes	

EDUCATIONAL CABINET SHARED DECISION MAKING DISCUSSION ITEMS

I. Action Team Leaders Feedback from Sharon Chapman Visit

Jim asked for feedback from Cabinet members regarding discussions with Sharon. Great discussion and reflection took place surrounding:

- Sharon had our team leaders reflect often on student voice and community involvement
- Parent/community connection/understanding of our leadership approach and how we can grow this connection - Parent focus group / Parent Education Program / Workshop at Kindergarten Parent Information Night / Parent walk through/tours of the building / A parent lighthouse team. Pre-Covid we hosted habits nights with 150+ attendees.
- Leadership, Culture and Community and how this ties back into our action teams .

II. Curriculum updates

School Wide Math WIG - Grade levels made huge gains this year and showed great growth. In addition to i-Ready, we will use other measures to assess student proficiency and growth.

NYS CBT - On June 1, third grade did the math field test. It was a great experience for us to work through this. The students did a great job navigating the tools. Next year 5th and 6th grade students will be taking NYS math tests on ipads and the NYS ELA tests on laptops.

Summer PD - Please sign up for Summer PD. The links are [phonics](#) and [math](#).

III. Review of MRA - Goal setting for next year

Cabinet goals (our 1 year building goals) will likely look different next year based on the information we gather from the MRA and district goals. We will review MRA data over the summer.

IV. Fridays events - Leadership Assembly

- Please have your students outside and seated, by grade level, outside the 6th grade cluster. Students will sit on the pavement facing the soccer field. They must be seated before 9 a.m.
- Recently retired Mayor Bob Blais and newly elected Mayor Ray Perry will be speaking - remind students about being a respectful audience.
- Student groups will be recognized during the ceremony and as these groups are recognized students will be asked to just stand up, but remain in place.
- During the program, students will be grouped into multi age groups for several activities. Each teacher will receive labels for their students to wear indicating what group they are part of.
- These labels should be placed on students BEFORE they go outside.
- Committee members and specialists will be running the activities and all teachers will find a group and assist. Join a group with a student that you feel may need additional guidance.
- This year the food component will be the cook out with a fruit bar and whipped cream.

V. Next meeting: Tuesday, August 15 at 11:00. Location TBD .

Ended: 3:40 p.m.