

SITE BASED MINUTES November 18, 2013

In attendance: Steve Malkischer, Lauren DuBeau, Julia Caldwell, Valerie Delmar, Joan Dwyer, Heidi Huczel, Dana Jackson, Jennifer Kaufman, Amy Matts, Eleanor Pupko, Christine Scivolette, Vickie Setzer, Mark VanHorne, Barbara Webster, Dave Webster

Mr. Malkischer opened the meeting by reviewing the agenda and distributing minutes from the previous two meetings. They were approved with changes.

It was suggested by a member that names be kept out of the minutes. Another person suggested that people may not be as open or honest because their name would be included and this is a public document. It was decided that if the team was ok with this choice that is how the minutes will be done in the future. Another member suggested e-mailing the minutes to the team prior to the meeting to save time. Members were advised not to discuss the minutes until they have been approved.

Update on testing forum: will be for 8th grade parents and parents of those impacted by the new regents exams. A discussion was held with the PTA president about doing the forum the same night as the PTA meeting. The meeting will be moved to the high school and the forum will begin at 6:00 pm. Target date is January 14, 2014.

Discussion about the District Council: similar to the Site Team but at the district level. We have three members on the district council. Site Team is supposed to conduct a self-evaluation each year. The assessment was handed out to the members and it was discussed:

- do the assessment as a group or complete individually? Individually and bring to next meeting
- should principal be here when it is completed? N/A as assessment will be done away from the meeting
- honest responses
- results will need to be compiled. A member volunteered to do this.
- comments will be discussed at our meeting
- district results will be compiled and sent to the state
- form to be attached to next meeting reminder

Discussion of goals and action plan

Discussion on maintaining or improving graduation rates

- AIS has been in place at the high school for a number of years.
- Progress monitoring and reporting have been missing components and that will change. A letter will be going home to parents to notify them of this change.
- AIS teachers can gauge student's progress by using Compass Learning and old regents exams.
- All AIS teachers have had training in Castle Learning and RTIM.

- Reports generated by AIS teachers will be printed in Guidance and mailed home with quarterly.
- Guidance secretarial staff has been trained in the reports.
- High School students will be getting access to the portal. A letter will be sent home regarding portal access and AIS reports.
- Sample reports will be available for review by AIS teachers.
- To qualify for AIS a student either had it in middle school, was not successful on the regents exams, or needs additional support. Counseling and organizational assistance both are considered as AIS interventions.
- A member asked about how many students are in AIS. That number is not known but is probably about 5% of the student population.
- AIS classes include Social Studies, Math, English, Science, and Study Skills.
- How is progress quantified? Compass Learning will show areas student is not doing well in. Also, if a child failed a regents exam the teacher could give them an old exam to see areas of progress or weakness.
- AIS is not a study hall. It is a skill building class.

Pilot credit recovery program:

- five students enrolled
- contract regarding completion dates signed by students
- one student completed the program

A member asked what happens if a student is failing the credit recovery program but passing the next level course. They will continue the credit recovery program the following summer. Member expressed concern about a student shutting down if they find out they won't graduate.

Discussion on Common Core Regents Exam transition

- forum date has been chosen
- member requested changing ¼ to 20% (goal #2 had final as a fifth quarter grade but it should be changed to 20% since there is no fifth quarter)

Discussion about Olweus

- board presentation tomorrow evening
- Todd & Hagan have discussed doing a survey
- two day training program
- review at faculty meetings
- re-survey students
- reporting system will go through the school messenger program already in place and there is no additional cost
- access codes have been ordered through BOCES
- cards with codes will be handed out in PE classes

- member said they heard that reports of bullying was being over reported. Not much can be done about that.
- increased numbers in junior and senior results
- are students taking it seriously? This may skew results.
- students members of the team did not hear that results were skewed.
- suggestion that a conversation be held with students
- need to create a community of caring with one another
- athletic arena another hot spot
- staff needs to be visible in the hallways

Discussion on staff development

- major trainings have been completed
- observations and walk-throughs to be done

Discussion on working collaboratively

- English teachers will meet again next week
- adapt rather than adopt is common across the state
- lessons have to meet criteria/standards
- English teachers received additional information about adopt and adapt
- how much time is spent adapting modules? Assumption that students already had 3 – 8 modules already

Discussion on low morale

- not enough information or time spent discussing the issues contributes to low morale
- not always about receiving a pat on the back
- what the state is doing has teachers in a panic
- people like to be recognized for things done in the classroom
- APPR
- teachers did not know how to write plans
- pretest or no test?
- example given about another district where everyone has a SLO so that everyone is involved in the process
- feedback to students from teachers
- clarity of what is supposed to be done
- rules prevent teachers from doing some things they feel need more time
- morale was low before all of these changes
- are there specific areas where morale is low?
- have things changed with the new building leadership?
- ways to help?
- Can PTA assist?

A member had heard from students and community members that students found it difficult to wrap up the quarter because teachers were out at trainings or in meetings after school. The 3 – 5 teacher trainings were all held toward the end of the quarter and this impacted teachers and students. There is concern across the board.