

## Horseheads Implementation Team Strategy Session Summary January 17, 2012; 4:00 – 6:00 pm

<b>Team:</b>	Implementation Team	<b>Minutes Taker:</b>	Alice Learn
<b>Date:</b>	January 17, 2012	<b>Facilitator(s):</b>	Alice, Kim and Shawn
<b>Time:</b>	4:00 – 6:00 p.m.	<b>Location:</b>	Multi-Media Center
Present: Virginia Abrunzo, Gerald Altilio, Suchi Amin, Joyce Arms, Anne Marie Bailey, Carol Callahan, Carla Fayerweather, Kelli French, Nancy George, Stacey Huftlalen, Jay Hillman, Nancy Hoffman, Mary Anne Holleran, Ron Holloway, Deb Jay, Alice Learn, Brian Lynch, Kim Malone, Ralph Marino, Cynthia Massey, Gregg Moyer, Jan Przybylski, Elizabeth Scaptura, Tim Siefert, Patti Sotero, Kris Willson, Tanya Winkky, Jean Yorio			

Item	Discussion/Notes
<p><b>1. Welcome</b></p> <ul style="list-style-type: none"> <li>Green, Character Ed Task Force Updates</li> <li>Review IT Year of Work</li> </ul>	<p>Patti Sotero shared that the Green Task Force was investigating a vendor that would purchase various recycled materials from the district. The Task Force will be visiting the vendor to learn more. Recycling efforts have expanded throughout the district.</p> <p>Anne Marie Bailey reported that the Character Ed Task Force will meet on Tuesday, January 18. Community members have been invited and will attend.</p> <p>Revised IT Calendar of Work was reviewed (and is attached)</p>
<p><b>2. Survey Sub-Committee Report</b></p> <ul style="list-style-type: none"> <li>Discussion on when to conduct CES/DPS</li> </ul>	<p>Survey sub –committee (Cynthia Massey, Patti Sotero, Michelle Harshbarger, Alice Learn, Carol Callahan, Nancy Hoffman, Elizabeth Scaptura, Sarah Castor, Amy Jane Genier) has met twice. The first meeting, 12/1/11 included a conference call with Penny Ciaburri who introduced new versions of the CES and DPS. The committee was impressed that concerns that parents and staff had about the survey had been addressed.</p> <p>On January 5, 2012 the committee reviewed the revised versions of the survey to ensure that the survey questions referenced in our Strategic Plan were still represented. The committee recommends that each Site Based team add their specific open ended questions to the surveys.</p> <p>The committee will meet on February 2 to review and perhaps edit questions, if necessary.</p> <p><b>The Implementation Team, by a 75% majority vote, decided that the CES and DPS should be given again in the November 2012.</b></p>
<p><b>3. Proposed Revision to Student #1 Achievement, Strategic Intent</b></p> <ul style="list-style-type: none"> <li>Discuss/Recommend</li> </ul>	<p>There was considerable and thoughtful discussion about how to revise the wording of Student Achievement SI#1. Alice explained that a decision was needed to go to the Board of Education on January 26. In addition, this language was needed as part of the Comprehensive Education Plan’s being developed by GR, IS and MS.</p> <p>A majority of the IT could not decide on the revision. According to IT operational guidelines, when this occurs, the decision goes back to district leadership. Therefore, the following will be presented to the Board of Education:</p> <p><b>Strategic Intent #1 (recommended revision):</b></p> <p>1a. By 2012, the percentage of students in our District who achieve a level 3 or 4 on all NYS assessments in grades 3-8 will be a <u>minimum</u> of <b>10%</b> higher than the state average of students who achieve a level 3 or 4. If a building’s percentage is already at 10% above the state average,</p>

	<p>the building’s site-based team will determine the desired achievement level.</p> <p>1b. By 2012, the percentage of students in our District who achieve 85% (mastery) on NYS Regents exams will be a minimum of <b>10%</b> higher than the state average of students who achieve 85%; we will also see the percentage of students in our District who achieve 65% (passing) will be a minimum of 10% higher than the state average of students who achieve 65%. If a building’s percentage is already at 10% above the state average, the building’s site-based team will determine the desired achievement level.</p> <p>1c. No changes recommended.</p> <p>1d. No changes recommended.</p>
<p><b>4. Site Team Updates: BF, CS, GR, RR</b>  <b>“What are your site team’s two major initiatives related to the Strategic Plan?”</b></p> <ul style="list-style-type: none"> <li>• 5 – 6 Minutes Each</li> </ul>	<p>Two major initiatives (related to the Strategic Plan) highlighted by each Site Team:</p> <p><b>Big Flats</b> – increasing student and staff involvement in the community (and vice versa); “Going Green”/recycling, piloting “no printers”</p> <p><b>Center Street</b>- “Adopt a Reader Program” 16 community volunteers reading to students daily; 7 of these volunteers have committed to the full year; developed parent brochures that highlight the academics at each grade level</p> <p><b>Gardner Road</b> – monthly grade level meetings to review data, design lessons and assessments to address student learning gaps found in the data; future meetings will look at assessments designed; a cycle for continuous data analysis being developed (an action step from Comprehensive Education Plan required of SINI status schools); book study “ What Great teachers do differently”</p> <p><b>Ridge Road</b>- focusing on many building wide strategies to build robust vocabulary; communicating student study tips to parents</p>
<p><b>5. Form Sub-Committees/Change</b></p> <ul style="list-style-type: none"> <li>• Community Relations</li> <li>• Building Facilities</li> <li>• Financial Planning</li> <li>• Professional Development/District Culture</li> <li>• Student Achievement</li> </ul>	<p>Tabled</p> <p>During March meeting IT will be divided into sub-committees to review Key Initiatives and identify on-going or new work for 2012-2013.</p>
<p><b>6. Closure</b>  Next Meeting: March 13; 4–6pm, MMC  Agenda Items:</p> <ul style="list-style-type: none"> <li>• Sub-committee/Task Force report out</li> <li>• IS, MS, HS: <b>“What are your site team’s two major initiatives related to the Strategic Plan?”</b>  <b>Review of Key Initiatives; identify work for 2012-2013 (5–6 min. each)</b></li> </ul> <p>2011 – 2012 IT Meeting Dates:  ➤ May 15, 2012; 4 – 6pm, MMC</p>	<p>Site Team representatives were asked to be certain they are reporting back to their building teams.</p>
<p><b>7. Good of the Order</b></p>	