

Horseheads Implementation Team Strategy Session December 13, 2010 4:00 – 6:00 Meeting Summary

Team:	Implementation Team	Minutes Taker:	Kim Malone
Date:	December 13, 2010	Facilitator(s):	Alice Learn and Kim Malone
Time:	4:00 – 6:00 p.m.	Location:	Multi-Media Center
Members Present: Virginia Abrunzo, Gerald Altilio, Austin Andryshak, Joyce Arms, Anne Marie Bailey, Belinda Beck, Carol Callahan, Sarah Castor, Lisa Earley, Amy Genier, Hether Gillette, Carl Guidotti, Ronald Holloway, Justin Hugg, Deb Jay, Sheri Kriel, Alice Learn, Brian Lynch, Kim Malone, Ralph Marino, Cynthia Massey, Shawn McDonough, Gregg Moyer, Wendy O’Connell, Jan Przybylski, Duane Saxton, Jane Smith, Patricia Sotero, Pam Strollo, Jean Yorio			

Item	Discussion/Notes
<p>1. Welcome</p> <ul style="list-style-type: none"> • Agenda Review/Materials • Quick News/Notes/Round Robin (Scan Update) • Community Commentary 	
<p>2. Point Person Report Out: Our Point Persons will share our progress in Key Initiatives/Action Plans</p>	<p><u>Buildings and Facilities</u></p> <p style="text-align: center;"><u>Strategic Intent #3</u></p> <ul style="list-style-type: none"> • 1.2: The District has updated the policy for outside groups to use the facilities. • 2.1: Judith Christiansen is the chairperson for the District safety team. The team meets 2 or 3 times per year. There is also a 2 hours safety training given to all staff each year. • 2.2: There is a sub-committee that reviews the District-wide Safety Plan ever year and makes recommendations to the BOE • 3.1: There is a Task Force that ensures that all district buildings are in compliance with NYS laws. All buildings are currently in compliance • 3.3: This District was awarded with the Utica National School Safety Excellence Award Platinum with Honors in March of 2010 • 4.1: There is a safety team specifically for the transportation department to provide additional safety training – the team surveys the transportation staff to determine what training is needed • 4.2: The district currently offers annual trainings that go above and beyond the state mandated trainings

	<p style="text-align: center;"><u>Strategic Intent #4</u></p> <ul style="list-style-type: none"> • 4.1: The NYSEERDA audit has been done previously in the year 2006 and 2010. The cost of energy has decreased over the past few years. • 4.3: Three facilities in the district have qualified for the Energy Star for the past 4 years. The buildings are BF, RR, and IS. GR is very close to achieving this recognition. One of the requirements for Energy Star recognition is that each facility has to have their own meter which is why the HS and CS cannot be recognized.
<p>3. 21st Century Study Group Recommendations/Discussion</p>	<ul style="list-style-type: none"> • The committee recommends that the district adopt the work of Ian Jukes and the 21st Century Fluency Project as a framework for career and college readiness • For more information on this, please visit the following website: http://21stcenturyfluency.com/ • The IT discussed the recommendations and gave some suggestions. The co-leaders will discuss next steps with Penny Ciaburri
<p>4. Character Education Study Group Recommendations/Discussion</p>	<ul style="list-style-type: none"> • From a Character Education Committee that includes community members to plan and develop an overall Character Education Initiation for our District following the eight guidelines listed below. <ol style="list-style-type: none"> 1. We don't need to purchase a professional-based program 2. We would like to have an overall theme, common vocabulary, and traits that are Pre-k – 12 based 3. Have common parameters and language but availability for each school to add their own initiatives to support the Overall Character Education Theme 4. We need to have this linked with the community (partnership and buy-in – not just a district initiative) 5. Students need to be actively involved in the Character Education Program (Active Participants – Kagan Cooperative Structures/Responsive Classroom Model) 6. The virtues need to be instilled in the students throughout education and life 7. The program should connect with the established curriculum – Don't discount what is already being done. Create the common district theme and let each building combine their established programs with the common theme. • The IT discussed the recommendations and gave some suggestions. The co-leaders will discuss next steps with Penny Ciaburri

<p>5. Green Study Group Recommendations/Discussion</p>	<ol style="list-style-type: none"> 1. Waste Assessment – The committee recommends that the district contact a waste management and recycling business to assess and make recommendations for each of the buildings by 2012-2013 2. Assessment Information – Once the assessment has been completed, the committee recommends that those assessments be included to be a part of all future contracts for garbage removal and recycling for the district 3. Education – The committee recommends a waste specialist come to the buildings to educate students, staff, and families 4. Starting Small – The committee recommends we start out small by sorting milk cartons and water bottles <ul style="list-style-type: none"> • The IT discussed the recommendations and gave some suggestions. The co-leaders will discuss next steps with Penny Ciaburri
<p>6. New Knowledge! Race to the Top Scope of Work</p>	<ul style="list-style-type: none"> • New Knowledge will be postponed until the March IT meeting due to the unexpected fire drill
<p>7. Closure</p> <ul style="list-style-type: none"> • Action Items • Next IT Meeting: March 29, 2011 • Future Meeting Dates: <ul style="list-style-type: none"> ➢ April 26; 4 – 6pm ➢ May 24; 4 – 6pm • Process Check 	

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