

## Horseheads Implementation Team Strategy Session November 15, 2011; 4:00 – 6:00 pm

<b>Team:</b>	Implementation Team	<b>Minutes Taker:</b>	Alice Learn
<b>Date:</b>	November 15, 2011	<b>Facilitator(s):</b>	Alice, Kim and Shawn
<b>Time:</b>	4:00 – 6:00 p.m.	<b>Location:</b>	Multi-Media Center
<p>Members Present: Virginia Abrunzo, Gerald Altilio, Anne Marie Bailey, Carol Callahan, Sarah Castor, Carla Fayerweather, Amy Genier, Michelle Harshbarger, Jay Hillman, Nancy Hoffman, Ron Holloway, Deb Jay, Alice Learn, Brian Lynch, Kim Malone, Ralph Marino, Cynthia Massey, Shawn McDonough, Gregg Moyer, Jan Przybylski, Duane Saxton, Elizabeth Scaptura, Patricia Sotero, Kris Wilson, Tanya Winkky, Jean Yorio</p>			

Item	Discussion/Notes
<p><b>1. Welcome</b></p> <ul style="list-style-type: none"> <li>•</li> </ul>	<p>Shawn McDonough opened the meeting, welcoming all. Student members Sarah Castor and Nancy Hoffman were introduced.</p>
<p><b>2. Task Force Updates</b></p> <ul style="list-style-type: none"> <li>• Green Study Group</li> <li>• 21<sup>st</sup> Century</li> <li>• Character Education</li> </ul>	<p>21<sup>st</sup> Century Task Force – Ron Holloway and Shawn McDonough provided an update. Attached is a summary of the Task Force’s work. The charge has been fulfilled at this time. Thank you to the members of this task force. They are willing to continue working on this topic if the IT sees a need.</p> <p>Green Study Group – Patti Sotero reported that the team met in October and are gathering information on what is currently being recycled in the district as well as what other districts are doing.. Discussion has centered on how to influence and promote recycling. All information from this task force is now posted on a SharePoint on the district intranet. The 12 member study group will meet again in January. Anyone is welcomed to join.</p> <p>Character Education – Anne Marie Bailey announced that this task force would meet on November 16 at 4:00 in the Education Support Center. This meeting was re-scheduled from an earlier date that was in conflict with another High School event. Anyone interested in participating is welcomed to attend</p>
<p><b>3. Timelines for Surveys</b></p> <ul style="list-style-type: none"> <li>• Community Engagement Survey</li> <li>• District Performance Scan</li> <li>• Student Voice</li> </ul>	<p>The IT Facilitators presented a draft survey timeline for the IT to consider. The draft would be a plan to conduct all three surveys on an every other year cycle. The Community Engagement Survey and District Performance Scan were last conducted in November 2008; the Student Voice was conducted, March 2009. Questions from the surveys are referenced as data points in the strategic plan. Discussion then focused on concerns with questions and directions for each survey. Parents in particular were confused how to respond to questions on the CES if they had children in more than one building. There was also a concern about some questions on the 7 -12 version of the SV and the low numbers participating from the HS. It was decided that a sub-committee of the IT would be formed whose purpose it would be to re-write survey questions and bring back to the IT. Alice Learn will lead. Twelve members of the IT indicated a willingness to serve on the sub-committee.</p>

<b>4. Student Voice Alignment</b>	Tabled
<b>5. Re-Visit Recommendations to BOE</b>	<p>Revisions to Student Achievement Strategic Intent 1 were sent to the Board of Education in October, The revision:</p> <p>1a. By 2015, 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 minimum of <b>10%</b> higher than the state average of students who achieve a level 3 or 4.</p> <p>1b. By 2015, 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%.</p> <p>The revision was sent back to the IT for additional discussion, based on data presented that indicates that some NYS assessment results are already near, at or above the NYS average on the same assessments. The Board believes the bar should be higher. The data presented to the Board and IT is attached.</p> <p>Based on the discussion held, Alice, Kim and Shawn will re-draft the SI and send electronically for the IT to comment on.</p>
<b>6. IT Work Groups – Report Out</b> • Review of Key Initiatives (2 Years)	Tabled
<b>7. Closure</b> <ul style="list-style-type: none"> <li>• Action Items</li> <li>• Next Meeting: <b>Jan. 17; 4–6pm, MMC</b></li> <li>• 2011 – 2012 IT Meeting Dates: <ul style="list-style-type: none"> <li>➤ March 13, 2012; 4 – 6pm, MMC</li> <li>➤ May 15, 2012; 4 – 6pm, MMC</li> </ul> </li> <li>• Good of the Order</li> </ul>	<p>Members of the group who do not have notebooks should indicate on the sign in sheet or contact Alice Learn. Notebooks will be created.</p> <p>Members were asked to review the Key Initiatives in the Strategic Plan before the next meeting.</p> <p>Site Team representatives, please continue to update you building’s team on the work of the IT.</p>

*“Quality Education for All”*