



Auburn Enlarged City School District

Working together ... Building a community of Learners

William H. Seward Elementary Continuous Improvement Team (CIT)

Meeting Minutes for April 25, 2017

Location: Library

Time: 3:30-4:15

The ideal membership will involve all stakeholders; grade level representatives, specials areas, special education, support staff (teacher aides, monitors, health), and families.

Members Present (All are welcome):

Mr. Leonardi, Ms. DeRosa, Ms. Georgi, Ms. Mahunik, Ms. Golding, Ms. Vitale, Ms. Weaver, Mr. Vail, Ms. Brinkerhoff, Ms. Tarby, Ms. Herrling, Ms. Falzarano, Mr. Montgomery, Ms. Mizro, Ms. Pesarchick, Mr. Martin, Ms. Alberici, Ms. Trumbull, Mr. Wagner

Mission Statement: On behalf of the students, families, and staff of Seward Elementary, the Continuous Improvement Team will research, recommend, and support innovative solutions to maximize student achievement and social & emotional well-being.

Agenda:

Item 1: Welcome New Members and guest with updates from last month. Assign new members to a subcommittee.

Item 2: Committee work begins on the guiding questions listed for each committee.

Item 3: Committee Updates scheduled for 4:00 p.m.

The next meeting is scheduled for May 16, 2017 (Last Meeting of the Year).

Subcommittees and Guiding Questions:

This group will meet on a different date and part of the discussion will be to reflect on the author's March visit. This will be included once the committee has met.

Inclusive Education Committee

Guiding Question:

What changes can be made to increase inclusion and enrichment for Seward students?

The planning will continue for the inclusive playground. Updates from the outreach to the Town of Owasco Supervisor, Ed Wagner, the meeting with Parkitects company (the architect of the current playground), and the contact with “Kaboom”. **The subcommittee met with Mr. Ed Wagner, the Town of Owasco Supervisor, to learn more about the process of establishing an inclusive playground, which included: acquiring funds, materials cost beyond playground equipment and the business technicalities associated with building a structure on school property. The subcommittee is moving forward with beginning to seek out grant sources.**

Master Schedule Committee

Guiding Question:

What changes can be made to the Master Schedule to maximize student achievement and social & emotional well being?

This group will meet in the main office. The whiteboard will be used to begin drafting the master schedule for next year.

The subcommittee continued the work with a draft for the specials and lunch schedules.

Building Wide Initiative

Guiding Question:

How do we maximize and link resources to best inform students, families, and staff?

The discussion will continue in regards updating the portal on the school’s website and building a page for community access that includes: staff contact information, Remind information, calendars, social networks, DIT/ELT overview, technology resources for K-2 and 3-6, PBIS, and building and district forms that are frequently requested by parents and/or caregivers. The team will take a look at the google classroom assignment to understand what links are included on each teacher’s webpage.

The subcommittee continue to work on the family school connection web link. It was determined that the link contains too much information and that some of the information could be better organized under other links to be more user friendly to families and community members. Members will continue to work to organize it and work with the district IT department to make necessary changes.

Open House Committee

Guiding Question:

How do we enhance our family engagement by reformatting our Open House?

The team will be continue to respond to the questions about the revised Open House at the March Faculty Meeting. The goal will be to finalize answers and make a plan to share with the community.

The subcommittee continued to review the questions and responses from the March faculty meeting and plan to meet with Mr. Montgomery at the next meeting for approval of some ideas they have formulated as a result.