



William H. Seward Elementary
Continuous Improvement Team (CIT)

Meeting Agenda for October 17, 2017

Location: Library **Room A6**

Time: 3:30-4:15

Met 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 Anticipated (All are welcome):

Mr. Leonardi, Ms. Georgi, Ms. Mahunik, Ms. Golding, Ms. Weaver, Mr. Vail (excused), Ms. Brinkerhoff, Ms. Herrling, Ms. Alberici, Ms. Mizro, Ms. Pesarchick, Mr. Martin (excused)

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 and determine if the master schedule and school beautification committees have enough interest.

Item 2: Read and discuss the notes from the Author's Committee from September's meeting as we didn't have time to do so at our initial meeting.

Item 3: Committee work begins on the guiding questions listed for each committee. For the School Beautification Committee, a guiding question needs to be established.

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

The next meeting is scheduled for **November 14, 2017**

Subcommittees and Guiding Questions

Author Committee:

Members:

Sherri Wakeham

Greg Stowell

Meredith Torrisi

Stephanie Ryan

Stefanie Coleman

Laura Falzarano

Deb Spearing

Beth Cuddy

Author Committee 09/19/17 minutes

Present: Sherri Wakeham, Vanessa Regis, Greg Stowell, Meredith Torrisi, Stephanie Nervina, Stefanie Coleman, Laura Falzarano, Deb Spearing and Beth Cuddy

- Kalli Dakos is our visiting author. She is a poet and will be here one day in the week of April 2. Kalli was our visiting author 10 years ago, and it was a very successful visit.
- Some ideas to promote her visit:
 - Each class writes a class poem. Like we did for the holiday door-decorating contest, members of the school community can vote on the poem they like the most.
 - Poetry contest open to students as a chance to meet Kalli Dakos on the day of her visit.
 - For door decorations, classes can pick a poem to decorate their doors
 - During the month of April, national poetry month, a student will be chosen to read a poem during the morning announcements
 - Kick off assembly....week before the visit? Deb and Beth will perform a Dakos poem
- Author luncheon: Meredith said she will help Deb organize the luncheon this year
- Poetry lessons: Beth said she would help pull together resources to share poetry in the classroom. Steph N. said she has lessons that she's done from Lucy Calkins series
- Steph N. and Stef C. will do the bulletin board as it gets closer to the event. Deb will make her Poe-tree again
 - of photography and Photoshop, he selects a couple volunteers from the audience and demonstrates live how he can digitally incorporate the textures from their clothing into one of the illustrations from the book.

Inclusive Education Committee

Members:

Erin Northrup
Mindy DeRosa
MaryBeth Weaver
Michael Vail
Amy Vitale
Wendy Brinkerhoff
Chris Martin
Guiding Question:

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

***New representative from Parkitects- Karen Armstrong**

***She met with 3 members (Chris, Wendy & Erin)**

***Presented plans and estimate, but it required some modifications, including different options for mats/flooring. She will be getting back to the team.**

***Once modifications come back to the team, they will begin looking at writing grants and seeking collections to raise funds.**

Master Schedule Committee (Do you want to keep this in place?)

Members:

Mr. Leonardi
Michelle Tarby
Anne Herrling
Laura Falzarano
Mackenzie Pesarchick
Marybeth Weaver
Guiding Question:

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

Team did not meet

Building Wide Initiative

Members:

Amy Mahunik
Marty Golding
Kara Georgi
Guiding Question:

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

***Parents that could not make it to the Parents Night to learn about technology and computer programs- would be great if there was a video of the presentation on the website.**

***Parents would like to know more about what their children are doing in class. So they can ask their child what they did in school- Remind or Class Dojo**

***More opportunities for social connections at each grade level- more family interaction opportunities where parents at a grade level can gather or get acquainted and talk to support one another with no real formal agenda, kids**

can come with families, everyone visits and talks, kids can color, play a game or make a simple art project.

Open House Committee

Members:

Megan Alberici

Lisa Mizro

Mackenzie Pesarchick

Guiding Question:

Using parent/staff feedback, how do we continue to enhance our family engagement by reformatting our Open House? (Updated guiding question)

***Moving forward, survey staff to see how they structured the Open House this year.**

***Considering providing an outline of what to do for teachers who are looking for ideas in structuring the Open House.**

School Beautification Committee??

Wendy Brinkerhoff

Rebecca Moshaty

What building improvements can be made to create a more welcoming environment for students, families and community?

Areas discussed;

lockers-replacing/improving

bulletin boards- improvements

murals

plants

cleaning

\$? donatations