

DRAFT

Elementary School Improvement Team
Minutes
March 2, 2011

Present: Tom Virgadamo, Christine Comerford, Maggie Davis, Julia Sniffen, Catherine Platt, Mary Bates

The minutes were reviewed and revised.

OLD BUSINESS:

1. Mid-trimester Reports: Copies of the reports were shared with the committee by Julia Sniffen via email.
2. Celebration of Learning: The Third grade has been planning a powerpoint presentation around the biography report project. The First, Fourth and Fifth grades completed successful, well-attended events enjoyed by parents, students and teachers alike. The Fourth grade Colonial Day event had to be rescheduled due to snow, and did not get as many parents attending as the other grades. For the future, it may be better to avoid scheduling these events in the months of January and February because of possible weather cancellations.
3. Curriculum Nights: For next year, K-2 and 3-5 should continue to hold events on separate nights. Opening remarks by the administration will take place in the auditorium. Food set up in the back of the auditorium, instead of in the hallway near the entrance, should better promote parents' presence for speeches. The committee will continue the discussion of the feasibility of holding a Book Fair during curriculum night.
4. Budget: At the most recent Board of Education meeting, personnel changes were announced for 2011-2012. With four sections of First grade confirmed to support 78 students, Mrs. Pray will move to Third grade, while Mrs. Hocker moves to First grade. The number of incoming students in the Kindergarten class of 2011-2012 will only require three sections. Cutting back funding for summer school, and replacing a retiring Spanish teacher with a part-time teacher had also been proposed by the Board.
5. Collaboration of E-SIT and M-SIT: As the two committees share some common issues, the E-SIT committee discussed the possibility of scheduling regular joint meetings with M-SIT, or to limit meeting together to a few times per year.

NEW BUSINESS:

1. Principal Search: The Search Committee will convene on March 3 to review the upcoming process for screening, the full panel interview, finalists, and site visits.
2. School Pictures: As the school searches for a new vendor to provide pictures, the logistics of scheduling, and the necessity of school pictures, had been reviewed.

NEXT MEETING: Wednesday, April 13, 8:00am in the Elementary Library.