ENSURING ACADEMIC EXCELLENCE COMMITTEE

MEETING AGENDA- November 25, 2013

6:30-8:00 PM

MISSION STATEMENT

Our school is a Lifelong community of learners where every member is involved in and dedicated to the learning process. We believe that every learner should have the right, accept the responsibility, and be provided with the means to grow educationally, socially, and emotionally.

Therefore:

- We will teach all students using a living curriculum updated and aligned to the New York State Common Core learning standards. Using a variety of instructional methods to meet individual learning styles, we will prepare students for 21st century college and workforce demands.
- We will provide a positive, safe, and caring educational environment where teaching and learning are emphasized and rewarded, and where there is mutual respect by and between stakeholders.
- We will hold ourselves accountable for this through on-going evaluation.

(Revised 2012)

Attendance:

- Explain/Assign roles and responsibilities (recorder- timekeeper- facilitator- , these roles will change each meeting

- Review group norms and protocols-
  Norms that are essential to accomplishing our goal…
  - Show respect for all thoughts with kindness
  - Remain open minded
  - One person speaks at a time
  - Use the facilitator to monitor conversation flow

  Protocols- the way information will be shared, how decisions are made…
  - Welcoming- attendance, continue open meeting notification, encourage new membership, take 5-10 minutes at the beginning of the meeting to review past discussions, post meeting minutes on website
  - Commenting- use written and verbal communication as appropriate to collect information, use round table format first to make sure everyone is heard, raise hands for follow-up discussion, use facilitator to monitor conversation flow, facilitator will change each time

- Consensus- we work for the good of the order, informative efforts rather than opinionated, make series of recommendations, using pros/cons, at times may need to compromise using the majority vote system- last level
- Parking lot- use sticky notes to come back to later, these issues will be put on future agendas for discussion, facilitator will assist in monitoring
- Conflict resolution- pros/cons with no decision
- Norms reminder- facilitator will gently remind

- Updates to committee

- Prioritize/Revise Topics to Address-
    - Establish homework policies with comparable standards*
    - Award recognition for academics
    - Market academics/athletics for college***
    - Focus on academic ECA Clubs (like Model UN)
    - Weighted grades
    - Consistent grading policies
    - Academic good standing policy for extra-curricular activities participation and athletic participation*
    - Share best practices
    - Home/school connection, parent involvement, morals & values, need more supports/resources for parents to help their children***
    - Rigor of coursework, high instructional expectations***
    - Focus on literacy
    - Reaching out to <u>all</u> of our students' needs, engagement of students (special consideration should be given to effects poverty has on cognitive abilities, SES limitations; need for wrap-around services) ***
    - Self-esteem programs*
    - Collaborate with faculty, build capacity with existing staff*
    - Connect to community resources, i.e. careers, internships, life experiences**

Stronger use of website and teacher web pages, systematic fidelity towards use of School Tool so parents can monitor grades and assignments

- Titan pride- school ownership, want to be here to learn*
- College process earlier
- More opportunities for students to explore interests

- Provide updates to committee
- Add any additional topic, focus and prioritize topics
- It was suggested we draft a paragraph (mission) for the work of the committee

- Draft mission Statement for Committee Work
- Set December/January meeting date