

# SIT October 6<sup>th</sup> 2014

## Notes

SIT members: Presnet. Kaitlyn C. , Helen Daly, Paige D., Kathryn DiMaio, Stephanie DiNozzi, Helena Grossman, Chris Homer,Olivia H., Judy Innella, Amanda L., Jay Matuk , Joseph Monastero, Allie P., Anabela Rivadeneira, Joyce Schmieder, Tricia Sihksnel, Matt Sneider, and Marie Strunk

Attendance was taken – Meeting started at 2:47 PM

Each member was provided a folder with; Name plate, Shared Decision Making Plan, List of Members, and last the two Senior Surveys.

- Mr. Matuk Reviewed the rules, regulation and History of School Improvement teams
- Mr. Matuk Reviewed goals and accomplishments that occurred with the previous year's team;
  - Creation and implementation of a spring spirit week was discussed.
    - The addition of the Spring Pep Rally
  - BOCES Caumsett visit by the 8<sup>th</sup> grade on the 4<sup>th</sup> day of school – Discussion occurred.
  - Challenge day – Description of the event occurred, questions were answered
  - Annual Senior survey was discussed (the results of the survey were included in each individual members folder (years 2012 and 2014))
- Ms. DiNozzi was nominated as the Chair of the committee by its members
- Mr. Monastero was nominated to be recording secretary for the committee by its members
  - Both nominations were accepted and unanimously approved by the team
- Mr. Matuk suggested that the first meeting be to brainstorm goals
  - Mr. Matuk reminded that members that they should email suggestions of possible goals to him
- Possible topics to adopt as goals for the 2014-2015 Jr./Sr. HS SIT we discussed;
  - Testing Days
    - Testing days was discussed as possible goal to address.
      - Some staff members follow the testing days religiously
      - Some staff want test to follow the end of a topic.
        - The restriction of testing days does not allow this to occur.
    - Science can test on any day, except Monday.
    - The possibility of having 2 testing days per week were also discussed
    - Also a link to day codes for testing was discussed
    - The goal of testing days is to avoid having a large number of tests on a particular day for students
      - The staff was surveyed 2 years prior and varying degrees of acceptance of the need for testing days was realized.
  - How to better prepare students to Plan ahead, organization, and time manage skills.
    - Possible solutions for students to help keep track of assignments and exams was discussed.

- Skills were discussed as of ways for students to keep track of these items
- Discussion of some of the previous analysis of Homework was discussed.
  - Length of time on task completing homework varied by students greatly
  - Quantity of homework also varied by students greatly
- Providing students with ample time for projects, homework, tests, etc. was discussed
- Use of teacher websites to post information was discussed
- Last minute assignments given to students was seen as hard for students to fit in their busy schedules.
- Possible time management skills will be discussed.
  - Possible survey to students on how does homework get relayed to students
    - Only that evening (the day prior to due date)
    - Week in advance.
    - Ect.
- Possible activities for seniors to keep them engaged after students are accepted to college and after AP exams.
  - Mr. Matuk will bring the notes from a visit the school conducted a few years ago to a school that runs a Senior activates program. This program runs at the end of the seniors school year.

Meeting adjourned at 4:03 PM

Kaitlyn C. , Helen Daly, Paige D., Kathryn DiMaio, Stephanie DiNozzi, Helena Grossman, Chris Homer, Olivia H., Judy Innella, Amanda L., Jay Matuk , Joseph Monastero, Allie P., Anabela Rivadeneira, Joyce Schmieder, Tricia Sihksnel, Matt Sneider, and Marie Strunk