

West Side School

School Improvement Team

November 19, 2015

Minutes

SIT Members

Staff: Kurt Simon, Jim Farmer, Jeanette Wojcik, Maria Rodriguez, Leah Martin, and Karen Schoenberg

Parents: Cathleen Bauer, Lauren Slaven, and Jordan Smith

Goal: To initiate West Side 101, a program for new families and new students

The team reviewed next steps:

- Carole – help put together forms all new families need
- Call other districts before next meeting to gather research about what other schools on Long Island are doing
- Work with tech department to create a new families tab
- Tech meetings to be scheduled to go digital – work with selected teachers to create an engaging website
- Videos to be posted about our school and what to expect
- Team agreed that creating a binder or folder would not have the same impact. Make everything available online and keep a small folder for New Family Orientation
- Utilize website to provide information regarding school supplies – work with PTG
- Leverage a small group of parents for the summer get-together – SIT can put together a scavenger hunt and connect the day with New Family Orientation
- Discussed holding off on buddy system for parents – one member of SIT to touch base with PTG Board to get suggestions from them. Perhaps the SIT committee could serve this role the first year
- SIT to hold meeting with teachers before the spring to get their input on the grade levels and what new families need to know
- Provide sample Friday Notes from different times of the year to provide a snapshot of the year