

DISTRICT STEERING COMMITTEE
MINUTES
NOVEMBER 2006

I: SUBSTITUTES

Committee members reported that there were concerns about the number of qualified substitutes, both teacher and TA, available in the district. Some members suggested that our pay scale may be part of the problem.

Dr. Tantillo stated that we have a rather large sub pool, at least as large as in recent years. She also stated that the need this year may be larger than usual due to the number and scope of the pull-out programs for staff development.

Concerns about the quality of our substitutes were raised. Feedback on substitute performance is important. There is a district wide substitute evaluation form which is used when a substitute first works in a building. It was suggested that the form be made available on line. Teachers should continue to provide feedback on sub performance to their principals.

There are permanent subs assigned to Sleepy Hollow, WI and Morse. Dr. Tantillo stated that the numbers at JP and Tappan Hill do not warrant a permanent sub at this time.

Sleepy Hollow has a substitute handbook which is given to all subs in the building. It was suggested that the other buildings create a substitute handbook if they do not already have one. Several committee members emphasized the need for teachers to leave detailed and complete lesson plans when they are absent.

II: THE NEW STUDENT INFORMATION SERVICE (SIS)

A new SIS system was approved by the Board. The new system will be implemented toward the end of April, this school year. The new SIS is similar to Teledata, our current system, in that it is web based. Dr Smith emphasized that unlike Teledata it is designed for schools and has a proven track record. The system will also be supported by BOCES.

The changeover will be directed by the company supplying the SIS. They have done this before, and have assured the district that a changeover during the school year is not an issue. A Core team will be established to facilitate the changeover. The new SIS company designed the core team and the district will select the personnel that fit the design. Members of the core team and other sub-teams it creates must realize that this changeover is a high priority.

Several members raised concerns about the changeover occurring during the final marking period. Steering committee members that are familiar with the new program indicated that the system is significantly better than our current one and that the transition should not be a problem.

III: Our next meeting will be on January 30th at 2:20
Feedback on the early start for our Staff development days will be reviewed.
A report on DRA2 will be given in February.
Feedback on the Danielson Evaluation model will occur in March.