

Steering Minutes for February 28, 2006

Present: Howard Smith, Barbarann Tantillo, Zybnek Gold, Alan Alterbaum, Anne Lillis, Dan Frare, Mary Lynn Pearlman, Will Jacobs Dianne Wiacek, and Rick Perugini
Meeting convened at 2:20.

1. Staff Development

Dr. Tantillo gave Mr. Frare a copy of a needs assessment she has used in the past. After discussion it was decided that Rick Perugini and Will Jacobs would revise the form to meet our needs and send it to the building Advisory Councils chairs. The staff will complete the form at one of the April Staff Meetings. The Advisory Council should utilize the information from the forms to develop building level needs for next year. The building needs should be given to the building Steering committee member by May 15 so the Steering committee can review each building's needs at their last meeting in May. The Steering Committees recommendations will be given to the Superintendent. He will use this input from the process to help inform his development of goals for the 2006-2007 school year. The Superintendent utilizes feedback from a variety of sources to formulate Board of Education goals. The recommendations from Steering is one of many sources. It is important to remember that it is the prerogative of the BOE to add goals independent of input from staff and the superintendent.

2. Student Allergy Precautions-Follow-up

Anne Lillis reported that there is an epi-pen available at Tappan Hill School when the nurse is not there. Mary Lynn Pearlman felt that there still were no clear instructions on how to handle an anaphylactic emergency in her classroom and Anne Lillis said she would check with the school nurse to find out the status of this plan. Anne will update the committee of the status of emergency procedures in each of the elementary buildings at the next Steering meeting.

3. Automated dialer follow-up

There was a discussion about whether we should have just the automated call or till use a back-up phone chain. Dr. Smith said he would check with John and make sure that the glitches we experienced during the practice and real automated calls were resolved.

4. Report Card committee status report

Zybnek Gold reported that Tappan Hill, John Paulding and Morse entered the fall and winter grades on the on-line report cards and that John Paulding, Morse and W.I. are ready to record the grades for the next marking period. After this report card the committee will survey parents, teachers and students. The committee will meet on March 8th and begin work on the social studies and science parts of the new card. Social studies and science studies, as well as specials should be complete by the end of the year. There will be summer work tht deals with format and theory.

5. Facilities project update

The project plan for Sleepy Hollow was submitted on time to the State for approval. As of now the project is on schedule. Preliminary site work should begin in late May and the rest of the work will begin after school is out. W.I.'s project plans are due in the next two weeks.

6. Budget process status report

The budget process is beginning Saturday. The budget preserves what we now have. The plan is re-allocate staff not to cut staff. Maintaining the status quo involves an 8.5% increase in taxes. The BOE formally adopts the new budget at the first board meeting in April and the budget vote is the third Tuesday in May. To pass the budget we need the support of TAT and PTA.

7. Assessment committee status report

Dr. Tantillo reported that since we have had the same literacy profile for five years, the administration felt it was time to do some exploration of other programs. We are searching for more effective ways to produce results, are worth the time it takes to administer and also provide us with useful data. The assessment committee is large and includes the district's reading teachers. The members of the committee broke up into small groups to explore programs such as: Diebels, DRA2, PALS and PAT. The next meeting is scheduled for Monday, March 20, 2006.

New Business:

Wall of Fame

Dianne Wiacek sadly announced that although the students were enthusiastic about the idea of having a Wall of Fame, this project would have to wait until the construction at the high school is complete.

Next Agenda:

Allergy update

Automated dialer update

Committee reports (i.e. Dual Language)

Next scheduled Steering committee meetings:

March 28-3:15

April 25-2:20

May 30-3:15

Respectfully submitted

Mary Lynn Pearlman