

Shared Decision Making Committee Meeting Minutes - February 15, 2022

Attendees:

Stephen Gratto	Superintendent
Tamara Belanger	Principal
Michele Crandall	Special Education Director
Codie Aiken	School Board Member
Sue Repko	School Board Member
Christian Gratto	Student
Afnan Wasif	Student
Madison Prikryl	Student
Wilden Bruce	Student
Melody Belott	Support Staff
Kim Hall	Support Staff
Karla Tyrell	Support Staff
Carissa Mangan	Parent
Jenny Pitkin	Parent
Liz Parsons	Parent
Jeanette Weber	Teacher
Sarah Silvernail	Teacher
Sarah Behm	Teacher
Roger Friedman	Schroon Lake Association

The Meeting was called to order at 6:00 pm

As a first order of business, the minutes from January 12 were brought up for consideration.

Ms. Hall asked that a comment attributed to her and listed in the minutes be changed. The change was made and the minutes were approved.

Conversation ensued about the proposed agenda, which had three parts and time limits focusing on updating the district plan, creating district goals, and discussing the American Recovery Plan grant. The committee agreed to follow the agenda as written.

Ms. Weber suggested that we appoint a committee chairperson and a co-chairperson.

Sarah Silvernail, Stephen Gratto, and Michelle Crandall were nominated. A closed ballot was conducted. Student Council President Madison Prikryl left the room to count the ballots.

During further discussion it became clear that the intent of the motion was to have two co-chairpersons serve in equal capacity.

Mr. Gratto removed himself from consideration for the co-chair position.

Ms. Silvernail and Ms. Crandall were recognized by the committee as the co-chairs of the District Shared Decision Making Committee.

Mr. Gratto was appointed as the notetaker for the committee. No time keeper was appointed.

The committee decided to follow Robert's Rules of Order during meetings.

Ms. Repko commented that a major goal of the committee should be to have proposed district goals to submit to the Board of Education by June. Then we could start again next year to evaluate and work on new goals.

Ms. Crandall said that we need to decide where we are going. What are the tasks we need to get done in the next four months?

The committee established that the main objectives were to update the proposed district goals by June and to update the district shared decision making plan by June.

Mr. Gratto said that other things might also come up, such as reviewing the ARP plan or giving the district advice on other matters.

Ms. Weber said that the SLTA might also have items to bring up.

At 6:25 pm the mission statement was handed out. Mr. Gratto commented that at the last meeting the statements on page III had been compared to a mission statement.

Debate ensued on whether or not the mission statement should replace page III of the document. Some people felt the mission statement should replace page III. Some felt both had value. The particular statement "students should become" was discussed. Ms. Parsons asked if there are students that are not capable.

After a few different discussions on possible wordings, it was decided to change "All students should become" to "Every student can strive to become".

At 6:40 pm, Mr. Gratto suggested that the group move on to working on district goals as indicated by the accepted agenda.

Ms. Silvernail passed around a flow chart she had made of how shared decision making works at SLCS. It was based on the Lake George Flow Chart.

Mr. Friedman asked if the community has a place in this flowchart. Mr. Friedman said that the school was not doing well with being inclusive. He said that years ago a local civics class was taught. Teachers taught local social studies courses. The town board rep was equated to the

Governor. There was more political efficacy. People don't have the same sense in many cases. He suggested that there should be a separate community bubble on the flow chart..

Ms. Behm commented that there had been mentoring in place before covid came.

Ms. Weber suggested that school community/partnerships could be embedded.

Maddie Prikryl said that the student council would like the flowchart to indicate that the student council bubble reports directly to the Superintendent.

Ms. Silvernail asked Mr. Gratto if it made sense to have students report directly to the Superintendent. He said that he would yield to Principal Belanger on this issue. Ms. Belanger did not indicate any problem with having the student council bubble point directly to the Superintendent bubble.

Ms. Repko suggested that the Superintendent should form a community group that could meet directly with the Superintendent.

Ms. Parson's said a separate committee was redundant because the community was represented on the shared decision making committee.

Ms. Weber said this was the purpose of gathering stake holder groups.

Ms. Repko reiterated Mr. Friedman's position that the community should have its own box.

Mr. Grato said he liked the idea of having meetings with a group of representative community members and that he reserved the right to form this committee independently of the shared decision making committee.

Ms. Weber put forth a motion that goals should be "smart goals", specific, measurable, achievable, relevant and time bound. This motion was seconded by Ms. Hall.

Ms. Repko pointed out that the current goals are not "smart goals".

Ms. Silvernail agreed with the need to be able to evaluate goals.

Ms. Parsons asked what the process had been for creating goals.

Mr. Gratto explained the process done in 2020 when the last goals were generated. He said that these goals were made by the board based on input delivered in person from several different constituent groups. Each group was asked the same three questions, What things are being done well at SLCS?, What things need improvement at SLCS?, What should the district goals be moving forward?

Ms. Parsons asked what data points are driving our goals.

Ms. Silvernail suggested that we all go back to our constituent groups and be prepared to report back with what their priorities are that they see as most important.

Ms. Mangan asked for clarification on the three questions. It was determined that committee members should ask the constituents

1. What are the strengths of SLCS?
2. What are the weaknesses of SLCS?
3. What should be our goals moving forward?

Maddie Prikryl suggested that a google form be created to allow committee members to survey their constituents. The students offered to make a google form for use by all.

A discussion on the agenda ensued. It was decided to address the same three issues that were on the agenda for this meeting with similar time allotments.

Mr. Friedman handed out copies of a document he liked from the Mohonasen school district and he said he liked their approach.

Ms. Silvernail said that she finds it really worthwhile to look at what other people have done.

Mr. Friedman concurred, saying that he approved of “cherry picking” good features from different plans.

The meeting adjourned at 7:17 pm.

Agenda for March 3rd Shared Decision Making Meeting

6:00 pm - 6:05 pm Administrative Details

Approval of Minutes from February 15th

6:05 pm - 6:15 pm - Update on the American Rescue Plan Spending

6:15 pm - 6:40 pm - Updating the current Shared Decision Making Plan

6:40 pm - 7:15 pm - Generating District Goals

Each group reports back on priorities from their constituents.

Shared Decision Making Committee Meeting Minutes - January 12, 2022

Attendees:

Stephen Gratto	Superintendent
Tamara Belanger	Principal
Codie Aiken	School Board Member
Sue Repko	School Board Member
Christian Gratto	Student
Afnan Wasif	Student
Terri Bearor	Support Staff
Kim Hall	Support Staff
Karla Tyrell	Support Staff
Teal Smith	Parent
Jenny Pitkin	Parent
Liz Parsons	Parent
Jeanette Weber	Teacher
Sarah Silvernail	Teacher
Sarah Behm	Teacher
Roger Friedman	Schroon Lake Association
Jane Bouchard	Schroon Lake Town Library

The Meeting was called to order at 6:05 pm

Mr. Gratto handed out folders to all that contained the meeting agenda, the 2020-2021 district goals, the district shared decision making plan, and the shared decision making board policy.

Mr. Gratto referred the group to the agenda where he pointed out the purpose of the committee.

Ms. Weber commented that she was pleased we found the most recent plan from 1993

Ms. Silvernail commented on plans that they had pulled from other districts. Ms. Silvernail talked about the Lake George plan.

Some members expressed interest in defining the roles of committee members such as committee chairperson, note taker, and time keeper.

Ms. Silvernail showed a copy of a rubric created by the state that can be used for evaluating existing plans.

Ms. Repko expressed her belief that the current plan is well written and the group should focus on updating the existing plan.

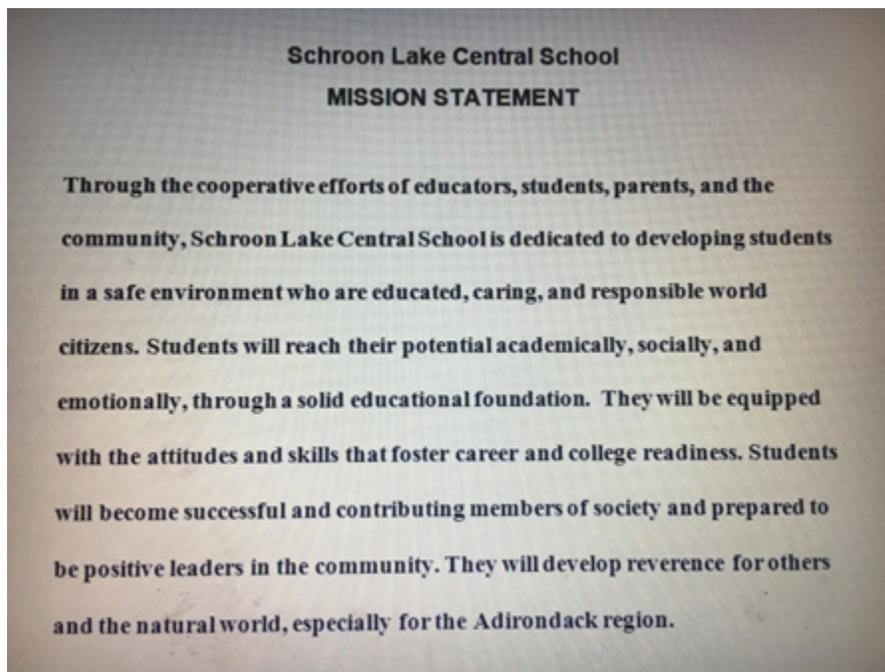
Also on the agenda, Mr. Gratto pointed out the statements contained in the shared decision making plan titled “All students should become...” He opened the floor to discussion about what the group thought about these ideas.

Ms. Hall commented on the plan’s statement that “All” students should become..., expressing that the document needs to be more inclusive. Mr. Friedman expressed support for this idea.

Discussion ensued about the appropriateness of the word “All”. Some expressed the idea that it was merely a goal and not a requirement that all students achieve all of the things on the list.

Discussion ensued about the idea that these statements could serve as a district mission statement. It was pointed out that the district has a mission statement that was endorsed by the shared decision making committee in 2018.

Here is the current district mission statement. This statement was not available at the meeting but is added here for your information.



Mr. Gratto referred the group to the shared decision making plan’s minimum requirements for the composition of the committee.

The following information was not specifically stated in the meeting: Although not all committee members were in attendance at the meeting, we have commitments from 2 school board members, 3 administrators, 3 instructional staff, 4 support staff, 4 students, 4 parents, and 4 community groups. To be in compliance with the plan, we will need each group to ensure that they have the requisite number of members on the committee and they must ensure that their

members are attending consistently. We must also be prepared to replace members who leave the committee for some reason.

Mr. Gratto referred the group to the requirement for reevaluating the plan biennially, and showed them the board policy where it states "Every two years the Board shall review the plan to determine its effectiveness and to recertify or amend the plan as needed."

At 6:35 pm Mr. Gratto commented that his introductory review of the plan was finished and that the floor was open for discussion.

The point was brought up that Wednesdays were not good for all for the next meeting. After some discussion, the committee agreed by consensus to hold future meetings on the 1st Thursday of each month from 6:00-7:15 pm. Some conversation ensued about possibly having more than one meeting per month, but this idea was not acted upon.

Discussion began about the need to update the plan. Ms. Silvernail shared a flow chart of the decision making process from the plan of a different school district.

Debate ensued about the level to which the existing plan should be updated.

Mr. Gratto said that while updating the plan was important, it was also important to hear what was on the minds of members of the committee who had not had a chance to speak yet. He expressed the intention to save the last 15 minutes of the meeting to discuss general thoughts on the strengths and weaknesses of the school. The intention was to give every member a chance to speak.

Ms. Weber expressed interest in creating a to do list.

A committee member asked if we should create a vision statement.

Mr. Weber handed around a document that outlined a checklist for a committee chairperson.

Ms. Parson's asked what the purpose of the committee was in respect to the board responsibilities.

It was requested that Ms. Silvernail provide a link to the Lake George plan so that it could be provided to all. It was also requested that the state checklist be provided to all.

Ms. Weber asked if we could look at the existing goals.

The idea was brought up that we should be prepared to work in committees to make progress on some of our action items.

Ms. Behm said that we should consider what we need to accomplish to determine what committees we will need.

Ms. Parsons suggested that many constituent groups should be represented on each committee.

Christian Gratto commented that we should be using Robert's Rules of Order when making decisions.

A committee member pointed out that the plan says that "Most decisions will require at least a 90 % agreement with two provisos".

A motion was made that any committees created would have members from at least 4 of the 7 constituent groups on them. The motion was seconded and approved by the members.

Ms. Weber commented that she was feeling a time pressure as we were beyond the 7 pm hour.

Mr. Gratto again expressed interest in hearing from all individuals.

Ms. Smith suggested that we talk about the currently existing district goals.

Commentary was made on how well we were progressing toward these goals.

Ms. Silvernail used the example of the ADK club program done by the 4th graders as an example of using community resources.

At 7:15, Mr. Gratto signaled that the time was up and the meeting adjourned.

The next meeting will be held on February 3rd from 6:00 pm - 7:15 pm.

Agenda items for February 3rd

Approval/discussion of minutes from January 12th

Open comment session for committee members on the procedures and structure of the committee

Open comments session on district mission statement

Discussion of Page III of the Shared Decision Making Plan

Possible review of plans from other schools and rubric from State Education

Continued discussion of current district goals and goals moving forward

Discussion on what sub committees we might want to form.

Meeting end: 7:15 pm