



## District SDMT Meeting Minutes

<b>School or District</b>	District
<b>Date</b>	November 13, 2017
<b>Time</b>	4:00 – 5:15 p.m.
<b>Participants</b>	<p><b>In attendance:</b></p> <ul style="list-style-type: none"> <li>• Jill Ackerman, KTSEA Representative</li> <li>• Tracy Caruana, Holmes Elementary School Support Specialist</li> <li>• Patrick Fanelli, Community Relations Coordinator</li> <li>• Christopher Ginestre, Franklin Middle Principal</li> <li>• Korri Hall, Lindbergh Elementary Teacher</li> <li>• Wendy Haseley, Hoover Middle Teacher</li> <li>• Michael Huff, Hoover Elementary Principal</li> <li>• Pat Kosis, Franklin Elementary Principal</li> <li>• Ann Morelli, District PTSA President</li> <li>• Jennifer Morrow, Parent/Community Member</li> <li>• Bob O'Connor, Kenmore East Teacher</li> <li>• Katie Sacco, Edison Elementary Teacher</li> <li>• Peter Stuhlmiller, KTA President</li> <li>• Robin Zymroz, Assistant Superintendent for Instruction &amp; Student Services and District Team Chairperson</li> </ul>
<b>Agenda</b>	<ul style="list-style-type: none"> <li>• Welcome and Introductions</li> <li>• Review &amp; Approval of Minutes</li> <li>• Individual School SDMT Reports</li> <li>• Curriculum Review &amp; Development Cycle</li> <li>• Biennial Review Overview</li> <li>• Building the Next Agenda</li> <li>• Adjourn</li> </ul>
<b>Meeting Summary</b>	<ul style="list-style-type: none"> <li>• Welcome remarks and introductions were followed by a brief overview of the shared decision making process and the District Team.</li> <li>• With new members present, approval of the June 12, 2017 minutes were tabled until the next meeting so new members would have a chance to review them.</li> </ul>

	<ul style="list-style-type: none"> <li>• School representatives provided an update on the activities and initiatives of their school’s Shared Decision Making Team. Each school/SDMT has its own priorities based on the individual needs of students/staff in the building. Common themes included increasing student engagement, addressing absenteeism/tardiness, culture-building activities, fostering connections between students and staff, achieving academic goals, and increasing parent engagement/participation. It was noted that the District Team provides an excellent opportunity for information and idea sharing.</li> <li>• An overview was provided of the Curriculum Review Cycle which provides a framework for implementing, reviewing and revising the curriculum in all major content/subject areas on a rotating basis (2 years of implementation followed by 1 year of reflection followed by 1 year of review, research and revision).</li> <li>• It was noted that all schools are asked to post SDMT minutes, agendas and membership to their school websites.</li> <li>• An overview was provided of Commissioner’s Regulation 100.11 and the required Biennial Review which districts must complete every 2 years. The last Biennial Review was completed in 2016, based on a survey administered to school team members.</li> <li>• It was decided that current SDMT members would be surveyed using the same questions that were used in 2016 to complete the 2018 Biennial Review.</li> </ul>
<b>Decision Points</b>	<ul style="list-style-type: none"> <li>• A survey will be administered to all current school Shared Decision Making Team members for the purposes of completing the 2018 Biennial Review.</li> </ul>
<b>Next meeting dates</b>	Monday, January 29, 2018 (4 p.m.) Monday, May 7, 2018 (4 p.m.)
<b>Consensus Sign Off</b>	<i>All members of the SDMT in attendance at this meeting have reached consensus on decisions recorded in these minutes.</i>