Orange High School

School Management Team

Agenda-Minutes

December 1, 2015

1. Attendance

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| **SMT Members-Present** | **Absent** |
| D. Holmes | A. Dietrick |
| C. Alvarado-Weiner | C. Cosmillo |
| L. Russo | B. Budhu |
| J. Belton | L. Wallace |
| J. Nair |  |
| D. DePalma |  |
| D. Alfano |  |
| H. Behzadpour |  |
| K. Morgan |  |
| L. Siddiq |  |
|  |  |

1. Discussed solutions for 1st Marking Cycle failures
2. Results of ELA benchmark assessments resulted in suggestions for:

-Reading lists appropriate for grade level.

-Availability of teachers to supplement tests, or resources to meet appropriate grade levels.

b. Results in Math prompted similar suggestions regarding the ability to supplement resources and assessments for the appropriate grade level

III. Discussed attendance and tardiness consistency

1. Concern with increased absences
2. Follow up with security completing training on attendance
3. Solutions proposed:

-Monitor class lists

-provide security with class lists when there is a substitute in order to monitor class and check attendance

 d. Unaccounted-for students in the cafeteria can be solved through

 -Teachers having hard conversations with students regarding attendance and tardiness

 - Consistency with the 20/20 rule

 - Sharing importance of consistency with colleagues

IV. Discussed how interim reports indicated more than half students passing while failures increased by the end of the marking cycle.

1. Idea that benchmarks/other district assessments limit the number of grades, so the average could be inflated.
2. 5 weeks is plenty of time to enter sufficient number of grades.
3. Information in Genesis is critical for communication with parents, and therefore must be updated by teachers throughout the building.

V. Turnkey information

 a. Suggestion of classroom management training through a classroom management refresher.

 b. Suggestion of turn keying information during common planning time

 c. Mr. Alfano to speak at staff meeting on classroom management

VI. Discussed Family Advocacy

1. If teachers discuss the student handbook in advocacy, it is available through the district website, and can be accessed through Chromebook and classroom computers.
2. Discussed college application process with seniors during advocacy. Planned expansion of student centered instruction on college preparation and application to sophomores and juniors.
3. Develop strategies for teaching unfamiliar students. Suggested that teachers have conversations with other teachers that students are comfortable with, and visit those classes in order to help the transition for the student and establish rapport.
4. Suggestion of finding appropriate space for Family Advocacy outside of the library in conference rooms.

VII. SMT Meeting dates

 Next Meeting Tuesday, January 4th from 2:45 to 3:45.

Notes Reviewed:\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Notes Accepted:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_