

Middle States Implementation Team Meeting
Meeting Minutes - September 8, 2015

Start of Meeting 1:15 pm

Members Present: Patricia O’Grady, Sister Peggy Ann, Marie Campanile, Joan Olsinski, Anthony Piparo, Michael Vigil, Sister Michelle, Elizabeth Rogacki, Alberto Rodriguez, Mrs. Turano

Members Missing: Gabriela Ramos

1. Opening remarks by Sister Peggy Ann Clinton
2. Pat O’Grady gave a recap of the recommendations that appeared in the Middle States Report. Below is a summary by standard:
 - Philosophy & Mission – Create a shorter Mission statement that could be easily memorized.
 - Governance – Board more involved in the process of self-study.
 - Planning – Publish report of discussions at each meeting.
 - Finance – Identify more revenue streams for income
 - Facility – Handicap , security and sound proof Guidance Offices
 - School Climate – Improve Faculty Development and highlight teacher accomplishments.
 - Health & Safety – Continue to periodically survey students about the selection of food in the cafeteria.
 - Education Programs- Continue digital citizenship, post grades consistently on Edline, identify different learning needs of students.
 - Assessment – Integrate Common Core Standards
 - Student Services – Survey alumnae, prepare more student services
 - Student Life & Activities – Create more opportunities for school spirit; for example, have Pep Rallies.
 - Technology – Ongoing teacher technology training; green screen for electronic productions.
3. Identify additional students to add to Middle States Committee. Suggested that there be 1 student for each class level. A form will be developed and sent to all Faculty for student recommendations. A list will be developed by the end of September and presented to Sister Fran for approval.
4. Middle States Implementation meetings will be held once per marking period – November, February and at the end of the year.
5. Mrs. Turano will help to find a parent to join the committee.

6. Feedback on staff meetings regarding Middle States – Focus less on Middle States and more about implementing objectives. Meetings have occurred on critical thinking and should continue to be pursued. As a school we need to “bump up” the learning and keep testing students to be sure if objectives are being met.
7. Honor Code Implementation – a Committee to be established to focus on the policy. This committee will consist of 2 Deans, Director of Discipline and 2 teachers that will be nominated by their peers. There was some uncertainty of the function of the “Judicial Committee” and Joan Olsinski was going to discuss this with Sister Fran Sullivan. Another concern was whether infractions would be made public to the teaching staff. There was much discussion and the group seemed to agree that infractions would not be made public and only the Head of School, 2 Academic Deans, and the Director of Discipline would be informed (along with the teacher involved in the infraction.)