

Lincoln Elementary School

80 West Wyoming Avenue
Melrose, MA 02176

Phone (781) 979-2250
www.melroseschools.com/lincoln

Site Council Meeting
Friday, November 20, 2009
7:30 AM
Lincoln School Conference Room

In attendance: B. Conway, E. Keenan, C. Santosuosso, J. O'Neil, D. Bagley, J. Freeman, L. Apple, M. Oginski

1) School Year Update

- a. Linda Apple and Jenny Freeman updated the Council on the family outreach initiative for our LEP/ELL families. All families were contacted and many spent time together at the International Welcoming reception. Families have also arranged for play dates. Email lists were requested as a better way of communicating. Mr. Conway will try to provide them with that list.
- b. The district is currently working on developing a new 5 year strategic plan and Mr. Conway is the principal representative on the steering committee.
- c. The Rotary Club has partnered with the district and specifically Lincoln as they will provide \$5000 towards the 4th and 5th Grade Harcourt Storytown Balanced Literacy program. This will complete the full implementation of the newly adopted program.

2) Writing Professional Development:

- a. Mr. Conway updated the site council on their recent Professional Development that occurred in house. Marilyn Gigliotti, the former Assistant Superintendent for the Salem Public Schools, has been contracted to work as a Writing Coach for the staff. Her services are being funded through the Professional development line item from the Title I grant. Ms. Gigliotti will be coming to Lincoln 3-5 times to teach staff about using a Writer's Workshop method of teaching writing. She will also be modeling in classrooms and observing teachers while providing them with feedback in small teams.
- b. A parent pointed out that Ms. Santosuosso has used Writer's Workshop already. Ms. Freeman mentioned that this was a good area for parent volunteers (since small groups work well for this) and we talked about training parents on their role. Mr. Conway will work on a plan to train the parent volunteers for next year.
- c. Mr. Conway is working on an open letter of thanks to the Rotary that will be sent to the newspapers and distributed to our parents. The letter will also serve as a positive update of our ongoing initiatives and Student Growth Percentiles (SGP) that were above state average and indicate that students are doing well at Lincoln.

3) Fine Arts initiatives:

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- a. Mention of Fine Arts newsletter. Jen LeClerc, a parent volunteer, worked with Ms. McGowan and Mrs. O-K the music teacher to make the first Fine Arts newsletter. We will have 2-3 during the year
 - b. Reemergence of the Regarding Art program which will take place on Fridays for the 2nd and 3rd Grade during Principal's assemblies.
 - c. Diane Bagley raised idea of bringing in activities from Destination Imagination to use during Principal's assemblies.
 - d. Salem State writing instruction expert to work with the teachers on developing a writing approach
- 4) Mr. Conway said that we almost have enough ELL families in the district to qualify for Title 3 funds, similar to Title 1, which would bring more resources for services to that population. The district is keeping careful track of the numbers. May make it for next year.
- 5) The school improvement plan deadline has been pushed back, so we don't have to produce the whole plan until March. We will however discuss initial ideas so that they can be raised if they have budget implications.
- 6) Future Meetings
- a. The council will an "electronic meeting" in December as we share some ideas about goals for the 2010-2010 School Improvement Plan.
 - b. Some members discussed that we should try to continue with several of our goals because they seem to be working.
 - c. The Council will meet in January and February to develop and finalize a SIP for 2010-2011.