

Membership Present:

G. Emery, T. Forti, N. Guyer, J. Lucarelli, W. Pearce, A. Riley, L. Schooley, C. Kesselheim – GPS Consultant
Other – J. Garrett, St. George community member

The outcomes for this meeting included the following:

Summary of Meeting Outcomes:

1. This meeting began with a review of the agenda and no adjustments were requested. In terms of general updates and sharing, the following points were highlighted:
 - Supt. Lucarelli noted that the RSU 13 School Board adopted charter under which the Transition Advisory Group was formed officially expired as of September 1, 2011. This meeting was called as an opportunity to review the final elements of the TAG work plan and to bring closure to this process.
2. Superintendent Lucarelli led a review and discussion of the benchmarks contained within Phase 4 of the Continuing Work Plan. This work plan was last updated on August 9, 2011, and has been made available for review on the RSU 13 web site. Benchmarks that were highlighted in this review included:
 - **4A – Joint OHS Leadership Team training and program development activities.** Principals Schooley and Forti reported that this benchmark was expanded to involve joint team leader meetings and planning sessions which occurred on 06/30/11 and 07/19/11 involving all team leaders from OHS E & W. In collaboration with Great Schools Partnership (GSP) these sessions involved team leaders in reviewing core planning elements, providing feedback on early NEASC work, adopting a unified team leader job description, creating a unified syllabus design, planning for the on-going program evaluation, and planning for on-going two campus collaboration. The leadership team has also made a commitment to employ i-walkthrough technology via GSP support during the 2011/2012 school year. This will be a valuable form of collegial data gathering to inform continuing program development & improvement efforts.

Principal Schooley highlighted the 'restorative justice' initiative as a project unique to OHS-W, while Principal Forti highlighted the expanded advisory program and course offerings now available at OHS-E along with the 'literacy initiative' that will play a central role in program development and professional development throughout the year.

While this initial benchmark has been completed, leadership team development will continue to be a year-to-year focus within OHS.

- **4B Create a unified student writing guide for grades 8-12 highlighting guidelines & expectations for student writing.** Neal Guyer reported that work dates around this initiative were consistently pursued throughout the summer, beginning on 07/26/11 and concluding on 08/02/11. A writing guide has been completed and shared with all faculty, and is available on the web site for each OHS campus. Improvements to the 8-12 writing assessment were also components of this on-going work that consisted of six working sessions involving four faculty members. Reinforcing standards and instructional strategies for improved writing across all content areas will also be a primary focus for embedded professional development during the 2011/2012 school year. This benchmark was successfully completed.

- **4C – Continuing NEACS work efforts in unified syllabi/program coordination – in alignment with Common Core Standards.** Principals Forti & Schooley noted that accreditation committees involving faculty from both campuses are formed and working and that a new syllabus template was adopted by team leaders and is being implemented. Existing TANBERG technology will be utilized to facilitate joint committee meetings between the two campuses and selected common planning times will be utilized to support this work as well. The Endicott Survey will also be administered to students and faculty this fall as both a required NEASC activity, and to fulfill one component of the TAG adopted 8-12 program evaluation plan.

It was also noted that the Transition Advisory Group contributed to NEASC efforts during the early summer – participating with students, parents, school board members, and addition teachers in formulating a draft statement of core values, beliefs, and learning expectations for Oceanside High School. This draft statement has been reviewed and adopted by the full faculty and the RSU 13 School Board will be asked to formally adopt this as well at its October 6, 2011 meeting. NEASC accreditation activities will continue throughout the coming school year and beyond.

- **4D - Work plan in place to insure that both campuses are prepared to welcome students.** Both Principals Schooley & Forti noted that the work plan to prepare for the opening of school has been quite extensive - ranging from class scheduling, creating a unified student handbook, instructional team meetings, curriculum development work, planning for literacy and other content area intervention services, planning professional development themes and strategies that will be pursued, and meeting extensive facility needs and upgrades.

Concentrated facility upgrades were in process throughout the summer inclusive of science lab remodeling and other enhancements at OHS – E, painting projects, installation of new school logos, the creating of new classroom spaces, and relocating classrooms were highlighted activities at both campuses.

While not every detail was resolved for the opening of school, principals Schooley and Forti report that each campus was well prepared to welcome students on August 30th.

3. Superintendent Lucarelli led a discussion to solicit suggestions regarding whether or not there should be a continuing role for TAG. TAG members present agreed that:
 - Progress monitoring for the 8-12 program should be continued within the context of NEASC activities and via regular updates to the RSU 13 School Board and appropriate School Board committees referencing the program evaluation plan.
 - The program evaluation plan (once formatted) will be posted and regularly updated on the RSU 13 web site.
 - The Transition Advisory Group not be re-chartered by the RSU 13 School Board.

This final TAG meeting was adjourned by Superintendent Lucarelli at 3:50 PM.