**TEAM:** Standard 7

**PRESENT:** Joe Walker, Gail Eaton, Linda Saari, Michele Ferencsik, , John Segedy, Brian McGinn, Alyssa Bailey, (Not in attendance: Kim Rooney, Bill Warnken, Katie Ort, Peg Scarcello, Marygrace Bartoldus)

**MEMBER TAKING MINUTES:**  Brian McGinn

**DATE:**  11/13/2013

**START TIME:** 2:30

**END TIME:** 3:30

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| **Item** | **Discussion** | **Conclusion** | **Actions Items/Member Responsible** |
| Endicott Survey | Going to look through the results from the Endicott survey for our standard.  How do you know whether we are doing well or not??  Comments?? Numbers are fairly even between 9th and 12th grade. None of the differences are earth shattering.  Overall there seemed to be a good deal of agreement  Joe was surprised the providing of services agreement numbers were so high when we don’t offer shop classes.  Low: needing more teachers and parents being actively engaged, yet they rated that the opportunity is there.  Next step: see where are we at globally |  |  |
| Evidence Review | Internships is the only request where all forms were returned.  Indicator 1: Jim and Jen returned their requests. Nothing back from SAU  Indicator 2: Nothing back yet  Indicator 3: Long range plan from guidance, Nothing from Food Service or Patty Parenteau, Stacy Vasquez (she did come see use for clarification), Jim (formal long range plan), Glen Woods (tech plan), John Butler, SAU/Jim: enrollment changes and staffing needs  Indicator 4: Jim (faculty and departments involvement in budget): Nothing back yet  Indicator 5: Passed in: Science, English, Social Studies, Math, and Guidance. Nothing from SAU, Amanda asked for clarification but nothing passed in yet, Regina nothing yet.  Indicator 6: Jen sent information. Data needs to come from John Butler  Indicator 7: Noah (class of 2016 parent facebook pages, HDHS freshmen team page, Freshmen team welcome letter, Email log from freshmen team, parent email from beginning of the year), Guidance various information.  Indicator 8: Received: Kelly Williams, Joe Walker, FBLA Community Outreach, Marc Payeur, John Bramley, Stacy Vasquez, Not back yet from Jim/Stacy school sponsored events.  Are other groups having trouble getting information from the SAU? Some groups haven’t even sent out requests yet. |  |  |
| Action | Should Linda contact people directly to try and get information from people? |  | Linda will check with Alex/Sara |
| Action | Michele and Linda will begin drafting the sections that we have survey and evidence. |  | Linda and Michele will meet to start process |

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| Subcommittee by indicator –do we want to break up in this way to handle the collection and evaluation of evidence? | Members pointed out the small size of the committee so it would not be suitable for subcommittees. | Committee would like to work as group-not as sub committees | None |
| Review evidence requests and add to it. | Reviewed list and reminded members to review it prior to next meeting. Members expressed concern that the requests may not be returned in a timely manner both in-house and SAU wide. It was suggested that we add a “due date” to the form that we can use to set a date prior to a meeting. |  | All members will review evidence and Linda will send a request for date and accountability concern to Steering committee Co-chairs |
| Agenda for next meeting. | Will involve filling out evidence requests. |  |  |
| Other | Viewed updated Edline website changes. |  |  |