

Instructional Leadership Council

Meeting Minutes for October 9, 2025

Attendees: Lindsay Ali, Jaclyn Anderson, Nicole Barry, Angela Carpin, Carrie Casey, Heather Clayton, Maribeth Curran, Kathy Curtis, Maureen Datovech, Kate Gibbons, Meredith Graham, Liz Grizzanti, John Haldow, Maria Hill, Amanda Kirkebye, Matt Kwiatkowski, Jason March, Teresa McDonald, Kate Milne, Jodi Orman, John Pizzutelli, Jeffrey Pollard, Mark Puma, Teresa Roets, Brian Shafer, Richard Vigdor, Stephanie Warchol.

Chairperson: Heather Clayton
Norten

Co-Chair: Nicole Barry

Note Taker: Liz

Approved Minutes are on the Pittsford School District ILC webpage and members can access in Microsoft Teams.

Minutes from May 1, 2025 meeting: posted to website.

Agenda: Approved.

Connection-Reflection-Norms: members participated in a norm-setting activity.

- Assume best intentions.
- Ensure there are different ways to participate.
- Be open to various perspectives.
- Tough on the topics; easy on the people.
- Closure/reflection/sitting with ideas.
- Keep in mind group(s) you are representing.

Committee Code of Conduct: members reviewed and signed the Committee Code of Conduct.

Review Committee Charter: Members reviewed the ILC Committee Charter and Heather took feedback from the group.

Review Committee Feedback from 2024-2025:

Members reviewed the ILC Committee Feedback survey results and discussed the bright spots and opportunities for growth.

- ILC provides a global perspective of what's going on in the district.
- Benefits to getting ahead of the curve in AI - forward thinking.
- How can we improve messaging back and forth between groups?
- What kind of input should members be soliciting from constituent groups.

MTSS Summer Work Review/Update:

Heather updated members on the summer work of the MTSS sub-group which met for two full days to identify the preliminary scope of work. The group identified the following priorities:

- Establish a shared understanding of MTSS
- Audit our current practices
- Evaluate our infrastructure
- Develop recommendations

These topics were identified as important work for the ad hoc subcommittee:

- Universal screening at every level.
- Evaluate infrastructure for MTSS.
- Importance of implementation teams.
- Create efficiencies to use data (need for a data dashboard).
- Review regulations.

Next steps:

PDTA and PDAA are finalizing membership and the MTSS Ad-Hoc Subcommittee will gather for the first time in November.

Goal Setting:

Members rotated in small groups to evaluate five possible ILC goals using the following framework:

Mirror: what do we need to improve internally to better serve our students, staff and families?

Window: what do we want our community to see in us? What do we want to be known for?

Actionable Goal: Combine our mirror and window reflection into a goal that ILC would own to bridge the gap between our mirror and window.

- Curriculum & Instruction – common screeners/common assessments.
- MTSS (including tiered interventions).
- Equity grading (universal design for learning).
- Use of data.
- Future ready (AI/Portrait of a Graduate).

Superintendent Conference Day Update:

- October 20th from 8am – 1pm
- Two common activities at every building:
 - Refresher on reunification plan.
 - PD around AI Guidance document.
- Remaining time will be spent:
 - Paraprofessionals – crisis cycle training.
 - Transportation - specialized training.
 - Clerical – business office training.
 - Rest of staff remain in the building with time to complete global compliance.

Share with constituent groups (also on Teams):

- ILC met for the first time and reviewed the charter.
- Reviewed 2024-2025 ILC Committee feedback survey results.
- Possible ILC goals for 2025-2026:
 - MTSS
 - Use of data
 - Common screeners/common assessments
 - Future ready (AI/Portrait of a Graduate)
 - Oversight of grading work (secondary grading ad hoc committee will be reviewing)
- Superintendent Conference Day
 - Reunification plan refresher
 - New AI Guidance document (found on PCSD website, Curriculum page and Technology page)
- Instructional HUB
 - Reconfigured the HUB so it's easier to navigate
 - [Instructional Hub - Pittsford Schools](#)
- Designing a survey for feedback around 1:1 devices and coordinated professional development.
 - ILC will have a role in evaluating survey results

Next Meeting: 11/13