

Leadership Team Agenda
 FEBRUARY 12, 2018
 Room 500B
 3:30 p.m. – 5:30 p.m.



Time	Agenda Items	Notes
3:30 p.m.	Snacks Attendance: Higgins, Butler, Hernandez, Pasion, Iniguez, Symonds and Symonds, Collins, Ellwood, Mendoza, Hedman, White, Roche, Smith, Busse, Mahoney-Holland, Kuntz, Pashkowski, Harle, Janet, Stansbery, Feil, Bucholz, Anderson, Christensen, Montgomery, Andrewjeski, Jobe, McCormick, Jelsing	Sandwiches Pasta Salad Soda Water
5 minutes (information)	PBIS	Kickoff results from the survey on Pride day. Most responses would like to do it in one day. PBIS committee is still working on how it may look next year. Making a change to the matrix poster. New version will be out. Focus is on readability, visibility, aesthetic
5 minutes (information)	Operational/Building Issues	PE door exits require passes at lunch, but tennis doors don't seem to. What up with that? Lots of garbage and food on music ramp. Same at CTE exit hallway. Back doors by ELA dept were unlocked on Apple Blossom night. What up with that? Can we bring back honor roll? Sara is working on it in counseling right now. It will be 3.0 and above. At semester.

		<p>Lights today were weird.</p> <p>Please fix clocks.</p>
2 minutes (information)	Update on Principal-Union monthly conversation	Jake and Eric talked about Learning and Listening tours. 2/26. By department. Breakdown will come out next week. Next week's staff meeting will also cover this.
10 minutes (information)	<p>Chronic Absenteeism</p> <ul style="list-style-type: none"> ○ Jake and BJ 	<p>Average daily attendance is up this year to 91.91%</p> <p>Percentage of students who are chronically absent w/school activities: 28.27% w/o school activities: 22.98% (this is what we are on pace for, so 9 absences would put a student in this category)</p> <p>Total unexcused absences and tardies: 83257; down from 107858. Jake has the breakdown and can explain it. I can't type it fast enough. Overall, absences and tardies have gone down, even after taking the bell schedule reduction in total classes into account.</p> <p>Requested that freshmen be broken down for chronic absenteeism.</p> <p>Referrals dealing with absences/tardies are up, but that may be because we now have a system for submitting them that we didn't have last year.</p> <p>This will be shared and explained to the entire staff.</p>
15 minutes (information)	<p>Staff concerns from Department Heads and LIT Reps</p> <ul style="list-style-type: none"> • Beanies are now coming equipped with Bluetooth headsets. Should 	<p>With regard to hat policy, do we believe that NO BEANIES is</p>

	<p>we still allow them?</p> <ul style="list-style-type: none"> • Tech Center Mondays • Instruction hours per semester <ul style="list-style-type: none"> ○ Resolving discrepancies • Sporting events scheduled during finals • Mandatory incoming Freshman joining a club/activity/sport for connection to school. 	<p>what we want or should we look at this as an individual thing like beanies are not allowed during tests, in class, etc... case by case scenario??? Please keep this on the radar. Individual basis for now. Hoods are beanies as well at this time.</p> <p>Eric has talked to Pete and met with Bob about what can be done to get some equity on those Mondays. This is something that will be worked on continually, but here are some changes that can be made soon. Do not let tech center students take advantage of you. Do not let them out of class earlier than we are supposed to right now.</p> <p>We will never have complete equality between semesters in instructional days for a myriad of reasons. Will ask district calendar committee to see if it can align more. Second semester currently has more instruction days, but not much in instruction time. Might be better because of more testing in semester 2.</p> <p>Beeson works hard to schedule around finals, but it is not really possible to make it perfect for us when we are in a league with other schools. This semester it was bowling and swim and they were both home, so that might be as good as we can get it.</p> <p>This might be a good idea. Eric will put it on his agenda for the parent advisory committee and bring it back to Leadership. Ultimately, we would need board support on that. Build consequences/accountability etc... Maybe counseling checklist? This idea spurred a lot of conversation and people</p>
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	<ul style="list-style-type: none"> LIT Committee for community/parent outreach/inclusion especially for our Latino population. School tours/school involvement/emphasis of importance of homework, attending school Minutes from the full-staff meetings 	<p>were really passionate about this idea. Funding, size, workload, are all issues as well. How many students in clubs are on the chronic absenteeism list?</p> <p>There will be a club fair this spring. Eric will talk to district about funding (which is being looked at in bargaining). MARc and Sebastian will be meeting with the three middle school principals in order to address club involvement at this school. Can we list more than the ASB-connected clubs on the club sheet?</p> <p>What can we do to put something together that helps students integrate within the school system. How do we get parents involved? How do we help them feel like they belong here? Can we invite parents into the school to come visit classrooms? Is there still a PAC meeting? This might be the best place to bring this idea forward. Bring your parent to school day? Can we go to the places where these parents work so we can be liaisons? Parents always had a difficult time coming to parent stuff because they <i>feel</i> they will not be able to communicate effectively or understand effectively. Eric will reach out to PAC and broach this topic with them. PAC = Parent Advisory Council</p> <p>Eric will line up someone to come take notes.</p>
10 minutes (information)	Training Topic: Tutorials	Do we want to explore teaching staff how to run tutorials so that we can all feel able to use tutors in classes? Maybe a tutoring service in the school, in a centralized location?

		<p>These seem like 2 different topics. Original question still stands.</p> <p>Why are we choosing trainings for LIT days? What is going into the decision behind those days? Are we basing it on research? Is there a stated need?</p> <p>Can we emulate what the freshman english plc is doing? Can we provide a tutor class and teach those tutors the tutorial process rather than pushing all teachers into it?</p> <p>Train academic support classes to be tutors?</p> <p>We should have a sub committee look into this.</p> <p>Overall feeling to running this as a LIT training: "no."</p> <p>Is there anyone who would like to chair this committee?</p>
<p>10 minutes (information)</p>	<p>Culture of Fear</p> <ul style="list-style-type: none"> • How do we make sure everyone feels like they have avenues for sharing their concerns and opinions safely 	<p>How do we even know if people reported how they actually felt? Can we ever collect input or feedback that we feel is accurate?</p> <p>Suggestion/concerns box? Tech staff have told Eric that google can be used anonymously, and he does that, but some staff do not trust that.</p> <p>How do we, as leaders, help people feel supported enough to share concerns openly? How do we prevent breakdowns? How can help people feel supported across the board?</p> <p>Eric will begin looking into trainings for the Leadership team with that support in mind.</p>

<p>15 minutes (information/actio n)</p>	<p>LIT Mornings</p>	<p>Feb. 26th: Listening and Learning Tours March 12: Earlier in the year we talked about balancing training and time--do we want to use this as a training opportunity or an LIT group time?</p> <p>It feels like 45 min is not enough time to finish the agenda--can we use 90 minutes for the LIT group time?</p> <p>Could we come up with questions to guide those discussions?</p> <p>It would be nice if we could focus that time a little more--maybe toward objectives related to the building goal around freshman success. It would be nice if there were more subcommittees so that we could bring data back to the group and make it feel more intentional.</p> <p>It would be nice for the school to hear about what the group learned from their visit to Washington High School.</p> <p>It would be nice to use the LIT time to meet with LIT groups and discuss ways to make the current schedule better. Last time we met we talked about the successes and challenges and it felt like we ran out of time.</p> <p>We could share success in small LIT teams and then bring that back to larger staff, or use it to plan LIT trainings.</p> <p>March 12 LIT time: Guiding topics: 9th grade support, solutions to schedule challenges</p>
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<p>20 minutes (information)</p>	<p>Data Matrix for HS programs</p>	<p>Eric has asked Consultant what, specifically, from our matrix can be used to correlate to a bell schedule for us to use to determine effectiveness of bell schedule? She has responded in part: graduation rates, discipline rates, perception data. She is still working on things but pulled those out in a quick response. She will still be looking at all the data, or she will let Eric know when she is ready.</p> <p>We still need to prioritize what we want on the matrix to decide how effective programs at the school are.</p> <p>We are pushing this topic to a future meeting so we can prioritize what we want to look at.</p>
<p>10 minutes (information)</p>	<p>Schedule Problem-Solving Committee</p>	<p>Would love to grab 6-8 staff members to work on this committee to begin looking at these concerns and what solutions we could start to pilot. We could pilot some solutions to see what might work before next school year. These solutions would have to work in the overall format of the schedule.</p> <p>Dawn McCormick has volunteered to be on this committee. Happy to start right away while the conversation continues.</p> <p>Let's have parents and students on the committee as well.</p> <p>Still need to survey students and parents. The district's</p>

		consultant is working on this.
2 minutes (information)	Report back from committees (where applicable) <ul style="list-style-type: none"> • Mentor program committee <ul style="list-style-type: none"> ○ Chair: Molly Butler • Potential committee: Social-emotional learning, guidance, instruction 	Looking for 5-8 members per team Dissolving Mentor program committee and creating a freshman intervention committee, headed by Molly Butler Motion: Butler Second: Janet Unanimous approval
2 minutes (action)	Minutes Approval	Motion:Molly Butler Second:Busse Those in favor:Tara Janet, Brandon Harle, Steve Roche Shelly Jelsing, Scott Feil, Penny Hedman, Hannah Symonds, Carrie Christensen, dawn McCormick, Mary Symonds, Busse, Cori Montgomery, Graham Stansbery Don Collins, Ellen Smith, Jackie Andrewjeski Those against:
LIT REP/DH Breakout		
20+ minutes (action)	LIT <ul style="list-style-type: none"> • Guidelines for LIT Funds Requests 	Due to time constraints, we are moving this to a future meeting
2 minutes (information)	Funds review	Admatch: 30,715.76 Class mix: 15,251.00
15 minutes (action)	Lit Funds Requests <ul style="list-style-type: none"> • College in the High School <ul style="list-style-type: none"> ○ 10 scholarships <ul style="list-style-type: none"> ▪ \$1000 	Motion – Stansbery Second – Roche Not approved by a vote of 4-4 Discussion on process for choosing recipients and whether this was the type of thing LIT should be paying for.

	<ul style="list-style-type: none"> • Social Studies field trip <ul style="list-style-type: none"> ○ Buses and subs <ul style="list-style-type: none"> ▪ \$3700 • Romeo and Juliet field trip <ul style="list-style-type: none"> ○ subs <ul style="list-style-type: none"> ▪ \$225 • AP Science field trip <ul style="list-style-type: none"> ○ Subs and bus <ul style="list-style-type: none"> ▪ 312.50 • Apple Leaf <ul style="list-style-type: none"> ○ Conference fees, travel <ul style="list-style-type: none"> ▪ \$4600 • Fitness <ul style="list-style-type: none"> ○ Outdoor Recreation Supplies <ul style="list-style-type: none"> ▪ \$2358 • Library <ul style="list-style-type: none"> ○ Diecut alphabets and storage <ul style="list-style-type: none"> ▪ \$1870 	<p>Motion – Mary Symonds Second - Stansbery Passed unanimously</p> <p>Motion – Mary Symonds Second - Roche Passed unanimously</p> <p>Motion – Roche Second – Symonds Passed unanimously</p> <p>Motion – Stansbery Second – Symonds Amended to \$1830 Approved by a vote of 7-1-0</p> <p>Motion – Symonds Second – Stansbery Approved by a vote of 8-0-0</p> <p>Motion – Symonds Second – Roche Approved by a vote of 7-1-1</p>
<p>5:38 p.m. (proposed)</p> <p>6:38 (actual)</p>	<p>Adjourn</p>	<p>Motion – Busse Second – Roche</p>