

Leadership Team Agenda
 September 16, 2019
 Room 500B
 3:30 p.m. – 5:00 p.m.



Time	Agenda Items	Notes
3:30 p.m.	Snacks Attendance: McCormick, Feil, Ellwood, Busse, White, Harle, INCOMPLETE	
2 Minutes	Operational/Building Issues	<p>What's up with the bond? Eric had a conversation w/Paul last week. There are already conversations about pulling that back up and then moving forward with it. Certainly not this year though.</p> <p>Pigeons are coming down the flue of the art kiln. Can maintenance close it off at the top. And maybe insulate it?</p> <p>Climate Strike on Thurs/Fri? There has been NO communication with the high school admin about it. Not from students, teachers, parents. We will have a normal schedule that day. WHS is not endorsing it. Business as usual. There is concern that there may be some adults coming to the bus ramp to meet students who are planning on taking part. There is some frustration that there has been no communication, especially if people are planning to gather at the bus ramp during the school day.</p> <p>Hedman reports cold temperatures in the foreign language/History area.</p> <p>We need access to locked areas. Why aren't locks being fixed and replaced? District locksmith has retired. Someone from maintenance is trying to get it figured out. , Brandon Harle Portable 602 needs downspouts. 605 and 606 needs matching fascia.</p> <p>Ceiling tiles need to be replaced.</p>

		<p>Chairs are piling up on the back dock. And things are piling up in CTE hallway.</p>
<p>5 Minutes</p>	<p>Update on Principal-Union monthly conversation</p>	<p>Heating issue in locker room being worked on.</p> <p>With LIT allocated to action teams, how are staff going to access their LIT reps. LIT reps may be available 1 Wednesday every other month to their teams. Still being decided on.</p> <p>Classroom painting requests have been put in. Sounds like most will be done by october.</p> <p>Need help from staff to have consistency around the cell phone issue. If we let up because it feels comfortable now, we'll lose ground. If there are students who are consistently breaking the policy, do a push in. Students whose phones are being confiscated by office, their teachers will be notified so the teachers know to get that phone into their cell phone boxes.</p> <p>If students who are consistent breakers of the rule do not put it in the box, and are choosing to put it in their backpack instead, that is defiance and that will become a different issue. This is a natural consequence of their failure to follow policy. If Eric sees phones in pockets in the hallway, clearly sees the phone, he confiscates it. One way to keep cell phones from being used in the hallway is to ask to see their phone in the cell phone box or in their backpack before they go.</p> <p>The moment you have an issue with a student, they have lost the opportunity to be in charge of their actions. They already used up their chance.</p> <p>Overall, administration is not getting a lot of defiant pushback. Students get it.</p> <p>Certainly not as many phones out at the assembly last week.</p>

		<p>If possible, please use ipad carts or chromebook carts for instruction. It takes all of us to get these students out of the habit of using the phones.</p>
<p>20 minutes</p>	<p>Class Sizes and Staffing Changes</p>	<p>Bottom line: Classes are full. Some are over full. 12 or so were on overload on day 1. We have more students than projected. But there has been some dwindling. Counselors worked hard to get class sizes down as much as they could.</p> <p>Select classes in art were supposed to be a max of 26 due to the group division with the AP class partnership. At 30 students now there is a large imbalance in those classes. It is very difficult to manage 2 separate classes in the same period when numbers are high.</p> <p>Major staffing changes. How is that working? Still some to be hired. We've had a number of hires. We're still trying to help those new staffers feel comfortable in their positions.</p> <p>Laminator is being taken down to the main office. Still going to be used.</p> <p>When printers go out in the classrooms we have to ask ourselves if there is a need to have the printer in the room. We are going through a lot of toner, printers are running out and we're trying to figure out if we should continue using them. Right now, RICOHs are the printer people without printers should be printing to. If there are going to be any printers in classrooms, as they go down they will be replaced with wireless printers. If there is an overwhelming need to have the printer in the room.</p>

5 Minutes	2 nd Semester (2018-19) grade breakdowns for teachers	If teachers want a grade breakdown from 2nd semester last year, let Eric know. He will get it to you ASAP.
15 minutes	Budgets	Department budgets are down another 10%. Numbers won't be in until the middle or end of October. Based on October 1 counts.
20 Minutes	Fall Parent-Teacher Conferences	<p>October 30, 31, and November 1.</p> <p>Why are we doing this on Halloween? There is very strong interest from Elementary teachers to do this. It reduces a lot of issues for them. This influenced the decision.</p> <p>Eric's recommendation is to go to 3 and 1 instead of 2 and 2. 3 in the fall and 1 in the spring. That being said, we can easily do a 2 and in the spring without having a school day and conference day on the same day due to how the calendar lays out, but Eric suggests 3 days in the Fall.</p> <p>McLean moved to split conferences to 3 and 1. Harle Seconded. Motion approved unanimously</p> <p>Friday afternoon is a half day currently with the afternoon set aside for safety schools so how do we lay out the 3 day schedule?</p> <p>Eric will send out a draft for staff to examine</p>
15 minutes	First Semester Finals Schedule	<p>Did we like the "no official finals" schedule from 2nd semester last year? No word yet from teachers who were impacted negatively from students trying to reschedule their finals.</p> <p>At least one parent had problems trying to read the form last year that listed every teacher's finals.</p> <p>Department heads were in support of doing it the same way this semester.</p>

15 minutes	Pep Assembly Schedule and Staff Expectations	<p>We will have pep assemblies and assemblies like MLK and Veterans' Day in a schedule for staff to look at by the end of September.</p> <p>We had staff in the stands, the commons, and a few in the hallways sweeping students into the assembly. It's really handy to have the back row empty of students so teachers can move around the stands to deal with issues.</p> <p>Staff needs to know when to let students leave... bathroom, assembly to commons, etc.</p> <p>Is the expectation to have everyone stand the entire time feasible? Need clear expectations on standing/sitting times</p> <p>Expectations around cell phones? Should staff have their phones out? Definitely not?</p> <p>We could use the help of the carpet staff up in the stands.</p>
5:05 (proposed) 4:25 (Actual)	Adjourn	
<p>DEPARTMENT HEADS RELEASED</p> <p>Minutes Approval: Brandon Harle Busse, Feil, Ellwood, HedmanDawn McCormick, Cori Montgomery, DonCollins, Tara Janet Holly McPhetridge Koni McLean, Scott Devereaux, Will White</p>		
		ADMATCH Funds: Class Mix Funds:
LIT Funds Requests	<ul style="list-style-type: none"> • Lasater • Geology field trip <ul style="list-style-type: none"> ○ \$805 • Hildorfer • Kids in the Creek field trip <ul style="list-style-type: none"> ○ \$2010 	<p>Approved by LIT via email vote</p> <p>Approved by LIT via email vote</p>

