

Highlands High School
SBDM Council Minutes
April 21, 2016

Council Members Present

Brian Robinson
Rob Sparks

Jaime Richey
Patty Fernandez

Lauren Peterson

Jason Harnish

Call to Order

Highlands High School principal Brian Robinson called the meeting to order at 3:15 p.m.

Approval of Minutes and Adoption of Agenda

Council approved the minutes for the March 21, 2016 meeting without amendment. The proposed April agenda was also approved without amendment.

Discussion Items

- **Financial Report**

Mr. Robinson provided summaries from the activity fund date 3/31/16, District Activity Fund dated 4/7/16 and Instructional Fund dated 4/7/16.

- **Personnel update (vacancies)**

Mr. Robinson reported that there are currently vacancies in the following areas: Spanish, and Social Studies Mr. Robinson is working with Department Chairs as dictated by council policy to identify candidates for the vacant positions.

- **Building project update**

Mr. Robinson provided an update regarding the finalization of the renovation project. Vi Gerding Way (Circle Drive) has been re-opened. We are expecting sod and most landscaping to be in place prior to graduation. Final improvements will be completed in early June.

- **Graduation venue follow up**

Mr. Robinson reported that the information provided for the BB&T arena was accurate based on follow up with site representatives. It was noted however that there was no availability for the projected graduation date in 2017. Alternate dates could be available. The Council determined that no additional action on this topic was necessary at the present time and confirmed past decisions to remain on campus.

- **Focus Period**

Mr. Robinson presented a potential alteration to the daily schedule for the 2016-2017 school year. Addition of a rotating “focus period” would add an additional, non-credit bearing, period to the school-day focused on student learning. The primary reasons

include providing time for remediation, student engagement in existing work, and offering the opportunity for student creation and self-determined learning paths. Department Chairs and Middle School administration have been consulted and are initially supportive. Council asked that Mr. Robinson finalize a schedule and recommendation for discussion and potential approval in May.

Business (Old and New)

▪ PLVS, Writing, and Arts and Humanities Program Reviews

Ahren Wagner, Lauren Peterson, and Beth Rowland both discussed the relative strengths and weaknesses as determined by the program review committees. Their summaries indicate strong programs performing at a proficient level. The summaries also included recommendations for progress. The scores for the program review will be submitted on ASSIST prior to June 1st after discussing with the Assistant Superintendent for Teaching and Learning to ensure consistency among schools. Mrs. Rowland, Mrs. Peterson and Mrs. Wagner were thanked for their leadership and commitment to progress.

▪ Class Fee and Workbook Approval

Mr. Robinson presented the chart recommended by department chairs regarding class fee and workbook requirements for the 2016-2017 school year (attached). Several of the fees were reduced as a result of minimal surplus from the prior year including the general fee. While digital conversion will have a rental fee associated, there are also multiple opportunities to reduce student cost. The council agreed to submit the list to the school board for final approval.

▪ PD plan 2016-2017

Mr. Robinson presented the PD plan for council approval:

May 27th District organized technology sessions

August 11th- flexible day primarily focused on curriculum alignment/mapping

August 15th- District organized PD seminar

August 12th- Opening Day and building meetings (not officially PD)

4- after school PD/collaboration sessions offered throughout the year

6 hours of required individual flexible PD credit

The Council approved the overall plan as presented by Mr. Robinson.

Other Business

No other business was addressed

Confirmation of May meeting

The next SBDM meeting will take place May 16, 2016 at 3:15 in the Administrative Conference room.

Adjournment

Council adjourned at 4:21 p.m.