

**Highlands High School
SBDM Council Minutes
March 21, 2016**

Council Members Present

Brian Robinson Jaime Richey Jason Harnish Lauren Peterson Patty Fernandez
Rob Sparks

Call to Order

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

Approval of Minutes and Adoption of Agenda

Council approved the minutes for the February 16, 2016 meeting and the proposed March agenda without amendment.

Discussion Items

▪ **Graduation Venue-parent request**

Michelle Roeding, Victoria Burnham, Marion Barker, and Sandy Morrison presented parent concerns regarding venue selection for graduation. Their concern presented was based on the premise of limiting auditorium seating for families for high school commencement. They presented BB&T arena as an option to be considered. Pros and cons of on-campus v. off-campus ceremonies were discussed. The council affirmed that the 2016 commencement would remain on campus. They did agree to check dates on the suggested venue to be reported back at the April meeting.

▪ **Financial Report**

Mr. Robinson provided summaries from the activity fund dated 2/29/15 District Activity fund dated 2/29/16 and Instructional Fund dated 3/3/16.

▪ **Discipline Committee**

Mr. Schneider is in process of assembling the discipline committee. Department chairs will be sending representatives to consider school improvement and potential policy change. Mr. Robinson stated that recommendations would be reported in May and offered the opportunity for the council to request specific topics be considered. The change in drug/alcohol policy will be added to the handbook. The committee was asked to consider cheating concerns and use of acceptable language in the halls.

▪ **Staffing/current vacancies**

Mr. Robinson reported to the council that as of now Spanish is the only anticipated vacancy. Dance sponsor and Girls' Golf are the only other new extra-curricular

vacancies. Mr. Robinson reviewed hiring approach as defined by policy in which he works with Department Chairs to select the appropriate candidate to recommend to the Superintendent for hire. Council confirmed use of current approach.

- **Building Projects**

Mr. Robinson reported that the circle driveway is under construction. The hope is for work to be completed prior to graduation and limited access after spring break.

Business (Old and New)

- **Practical Living Program Review**

Mrs. Ahren Wagner presented findings from the PLVS program review (attached). Council approved the report. Mrs. Wagner will enter into Assist by May 15th.

- **Approval of usage of Section 4 (staffing) allocation**

Mr. Robinson discussed the process approved by the council for determining use of staffing allocations (Section 4) to meet the needs of students. He discussed the process used by the Superintendent to determine staffing needs. He also discussed collaboration with Department Chairs in the final determination of number of sections to be offered following the consideration of student scheduling requests. This year, Highlands High School is receiving essentially the same staffing. Staffing needs at the Middle School will be considered to ensure all programs are staffed by qualified personnel. At the conclusion of the discussion, the proposal provided by Mr. Robinson following consultation with Department Chairs and the school leadership team was approved by the council.

- **Approval of Section 6 (instructional funds) budget**

Mr. Robinson presented a proposed budget as developed by the school budget committee outlining use of the allocated Section 6 funds given to the Council on March 1st (attached). In order to provide professional development opportunities for coaches (clinics and sport specific training) Mr. Robinson included funding in the Section 6 Activity Director Account. It is hopeful that revenue in the District Activity Account may be sufficient to not need to utilize these funds in the next fiscal year. Mr. Robinson and the council agreed that the training is necessary for continued growth of coaching expertise. The Council approved the recommendation without amendment.

Other Business

No other business was reported or discussed.

Confirmation of April meeting

The next regular meeting will take place April 18, 2016 in the Administrative Conference Room at 3:15 p.m.

Adjournment Council adjourned at 5:50 p.m.