

Highlands High School
SBDM Council Minutes
November 16, 2015

Council Members Present

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

Call to Order

Highlands High School principal Brian Robinson called the meeting to order at 3:17 p.m.

Approval of Minutes and Adoption of Agenda

Council approved the minutes for the October 19, 2015 meeting and the proposed November agenda without amendment.

Discussion Items

▪ **Financial Report**

Mr. Robinson provided summaries from the activity fund dated 10/30/15, District Activity Fund dated 11/11/15 and Instructional Fund dated 11/09/15 (attached).

▪ **PLAN Report and Practice ACT**

Mr. Robinson shared the PLAN group scores for the classes of 2018, 2019, and Practice ACT results for the class of 2017 (attached) along with the updated cohort data for each. Mr. Robinson also shared data related to student request for additional help and current career interest to assist our team in school improvement planning.

▪ **School Improvement Planning**

This year the teacher leader cohort team along with additional department members not represented in the cohort and parent representatives are reviewing progress on the previous plan, data, and department recommendations to suggest changes. The committee has been asked to also identify potential areas for improvement. Council discussed remediation planning for students and some concern about trends for some students not completing work. The final 2015-2016 SIP will be submitted to the council for approval at the December meeting.

▪ **Facility Update**

Mr. Robinson reported on the current status of the gym project. The gym floor is currently being scheduled for reinstallation the week of November 23rd. The remainder of the project is on schedule. Provisions are being made for alternate locations of the basketball teams and other groups being impacted by the floor replacement.

- **Accreditation feedback**

The district accreditation external review exit report was shared with the council (power point presentation attached). The team identified a number of effective practices observed in their report including high levels of student engagement and a culture of high expectations. Improvement priorities included developing a formal assessment and data analysis system and expansion of curriculum alignment and vertical/horizontal team planning. The council will work with the district administration to meet the identified priorities.

Business (Old and New)

- **Second Reading Policy Update**

The revised policy manual was read and adopted without amendment. It will be posted to the school website.

- **Course Catalogue updates to be approved in December**

Mr. Robinson reported a summary of initial changes being suggested by departments. A summary of changes as well the complete 2016-2017 catalogue will be provided to the council in December for approval. A draft of changes is attached.

- **Other Business**

No other business was discussed.

- **December meeting**

The next council will meet December 14, 2015 at 3:15 p.m. in the HHS Administrative Conference room.

- **Adjournment**

Council adjourned at 4:13 p.m.