

Highlands High School
SBDM Council Minutes
April 20, 2015

Council Members Present

Brian Robinson
Rob Sparks

Jaime Richey

Pat Agard

Kym Grillot

Call to Order

Highlands High School principal Brian Robinson called the meeting to order at 3:31 p.m.

Approval of Minutes and Adoption of Agenda

Council approved the minutes for the March 16, 2015 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 3/31/15 and Instructional Fund dated 4/6/15.

▪ **Personnel update (vacancies)**

Mr. Robinson reported that there are currently vacancies in the following areas: FMD (Bardgett), Math (Majors), Guidance (Meyer), STEM/CADD (new), English (new), Chemistry/Physics (Mueller,new), and Library Assistant (Stephenson). Mr. Robinson is working with Department Chairs as dictated by council policy to identify candidates for the vacant positions.

▪ **Building project update**

Mr. Schneider and Mr. Robinson provided an update regarding the football field turf replacement, gym and locker room renovation, and the proposed plaza. At this point the project is on time. The gym and locker room should be complete by August 16th. The field is to be complete by July 15th. The gym lobby will not be complete until November 15th. The plaza and “Walk of Fame” is the final piece and is a component that the Education Foundation is working to fund. This would result in the completion of the Highlands renovation project.

• **Space discussion**

Council affirmed the recent practice of reviewing and confirming recommendations from the administrative team regarding changes in use of space. Mr. Robinson and Mr. Schneider will present any changes after reviewing them with Department Chairs at the May Council meeting.

Business (Old and New)

▪ **PLVS and Arts and Humanities Program Reviews**

Ahren Wagner 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 report was discussed and submitted (attached). 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. Both 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 2015-2016 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.. In addition, Pat Agard suggested that the AP Stats Workbook be deleted from the list. The council agreed to submit the list to the school board for final approval.

▪ **PD plan 2015-2016**

Mr. Robinson presented the PD plan for council approval:

June 4th- Schoology and LanSchool training

June 5th- flexible day primarily focused on new instructional material training

August 12th- District organized PD seminar

August 13th- Opening Day and building meetings (not officially PD)

August 14th- School safety training

Various after school collaboration sessions TBA

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

Other Business

Mr. Schneider requested feedback from the council in anticipation of the convening of the discipline committee. The Council requested a statement regarding the building philosophy of integration of technology in classroom procedures.

Confirmation of May meeting

The next SBDM meeting will take place May 18, 2015 at 3:30 in the Administrative Conference room.

Adjournment

Council adjourned at 4:46 p.m.