

**Highlands High School
SBDM Council Minutes
February 17, 2015**

Council Members Present

Brian Robinson
Patty Fernandez

Pat Agard
Rob Sparks

Kym Grillot

Jaime Richey

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 December 15, 2014 meeting and the proposed February agenda with a facility update added to other business.

Discussion Items

▪ **Financial Report**

Mr. Robinson provided summaries from the activity fund dated 1/31/15 and Instructional Fund dated 2/3/15.

▪ **2015-2016 Budget and Scheduling Procedures**

Personnel allocations and Section 6 instructional funds will be allocated by the Board of Education on March 1st. Mr. Robinson discussed council policy and approach to preparing a recommendation to the council for approval. He will work with Department Chairs to consider the scheduling requests from students to determine the number of sections needed in relation to the staffing allocation provided to the council. A recommendation for use of Section 6 instructional funds will be determined by the Budget Committee. The Budget committee will be chaired by Pat Agard and will consist of department chairs and the principal. Budget and staffing allocations will be approved by the council at the March SBDM meeting. Council reached consensus to continue this process this year.

▪ **PD Planning**

Mr. Robinson discussed that the Board has approved the school calendar for the 2015-2016 school-year. He will be meeting with Mrs. Webb and the other principals to discuss PD structure and needs. Currently, in addition to opening and closing days, there are five professional development dates built into the calendar. We will continue with late arrival as well. Mr. Robinson discussed the current recommendation for two of the PD days to be slated to take place in June in preparation for the digital conversion. One would be for training on the use of Schoology and Lan Desk. The other would either be specific to departmental materials training or a flex day as in past years. Two of the other days would be district determined and take place prior to the start of school in August. The

final day is to allow for four after school workshop sessions similar to this current year. The council agreed with preliminary plans and also agreed to adjust based on the discussions that take place with principals.

- **Vacancies**

Mr. Robinson stated that there are currently two posted vacancies. Mrs. Bardgett has issued a letter resigning her position as an FMD teacher effective at the conclusion of the school-year. In addition, Mr. Robinson discussed that in response to Mr. Mueller's retirement letter being issued the board voted to allocate a full time AD/Administrator instead of the part time AD previously allocated. Potential job responsibilities were discussed. Other positions that may open as a result of retirement were discussed.

- **PD for Coaches**

Mr. Robinson requested to be able to use allocated Section 6 funds budgeted for Activity Director to be used for coaching clinics/PD this school year. Changes in the Redbook do not allow for Activity Funds to be used for this purpose. In future years we are planning to use advertisements on the football field to pay for coaches training outside of the statutory requirements. The council agreed to approve the use of funds for these purposes.

- **Freedom of Religion Legislative Requirements**

The council was provided for their review a legislatively required summary of relevant statutes related to freedom of religion rights possessed by students in public school settings.

- **Future Graduation Location Exploration**

Mr. Robinson discussed the fact that beginning with the Class of 2016, the PAC will no longer accommodate allocating four tickets per family. He requested input from the council regarding three options: 1) continuing the use of the PAC while issuing three tickets per family beginning in 2016 2) planning an outdoor graduation with the PAC being a backup based on weather forecasts upon which time 3 tickets for inside would be issued 3)exploring alternate venues. Pros and cons for all three options were discussed. The council agreed to request input from the Board of Education but came to consensus that the order of options presented represented the preference of the council. The negatives that accompany an off campus graduation made it the least favored option of the council. The council was asked to share additional thoughts if their thoughts were to change.

Business (Old and New)

- **May EOC Testing Schedule**

The tentative testing schedule for May was presented. Council came to consensus to change the on-demand testing date to May 21st given the change in exam dates due to snow cancellation and to avoid conducting a state test the day following a day off school.

- **Other Business**

Mr. Robinson and Schneider provided an update on facility projects. The Board of Education will be voting to approve or reject recent bids for the gymnasium project and the replacement of the artificial turf.

- **Confirmation of March meeting**

The March meeting will take place on March 16th at 3:30 p.m. in the Administrative Conference room.

- **Adjournment**

Council adjourned at 4:40 p.m.