

SEHS SLT Minutes 11.1.2022

The meeting commenced at **8:17am** in room 100.

Copies of the October meeting minutes were reviewed and approved.

Old Business

The Teacher Working Conditions Survey Subcommittee has prepared a follow-up survey to help investigate 2 areas that we need to grow in. Those areas include teachers enforcing school rules and teachers knowing about instruction in other content areas. The survey will help our school dig deeper into why those areas scored lower than others. To mirror the real TWCS, we want 100% of licensed staff to complete the survey so Mr. Scott is offering 1 day of exchange time if we meet this goal. The anonymous survey can be accessed and completed here:

<https://forms.office.com/r/C9Db1vTLW1>

New Business

After researching more about the limitations of PowerSchool in reporting attendance the SLT requested, it was determined that 1st block teachers would make contacts for students who have 4 or more absences in their class and input that contact in the schoolwide spreadsheet. The student's other teachers can add items in the notes as well but 1st block teachers will be asked to make the contact. The document will be housed in the Teacher Toolkit but will also be linked in each of Scott's Friday emails. SLT also requested a 5th tab be added for students who do not have 1st block attendance issues. That 5th tab will be where teachers add students' names who have chronic absences in blocks 2-4. The schoolwide spreadsheet will be updated each Tuesday by Ashley Smith and can be accessed here: [Student Attendance Contacts.xlsx](#). SLT also made a change to the school's Attendance Policy. You can see the updated policy here: [SEHS Attendance Policy](#). SLT also considered additional incentives for students who have perfect attendance and/or improve their attendance. The Attendance Committee will work out these details.

Concerns over student's painting their face and wearing costumes were brought to SLT's attention. It was agreed that face painting be added to the list of prohibited items while costumes would be revisited after Halloween was behind us. You can access the updated Dress Code Policy [here](#).

It was recommended that staff conduct regular "Staff Spirit Days" to increase staff morale and engage students. SLT was on board with this idea. Details will be forthcoming.

The Arts Department asked for more timely communication around field trip notification. SLT agreed that the list of students going on field trips be sent out 1 week in advance and Mr. Scott will start including field trips on his weekly emails.

SLT adjourned for the start of the school day before the Tardy Policy could be discussed.

Parent and Student Questions / Announcements

None.

The meeting adjourned at **9:03am**.

The next meeting is December 6 at 8:15am in room 100.