

## **Student Improvement Leadership Team**

Wednesday, January 7, 2009

**Members Present:** Mr. Hill, Albert McGee, Krista Frechette, Alicia Fischer, Don Myhre, Rob Alm, Dave Soderholm, Ross Young and Kris Johnson

### **Approval of 12/17/08 Minutes and Clarification of Recorder Process and Duties**

- Minutes from the December 17, 2008 SILT meeting were approved.
- Clarification of the recorder process and duties included:
  - Kris will continue to record minutes as part of the SILT secretary duties. Alicia will provide back-up as needed.
  - Timeline: Minutes will be completed by the Friday following the SILT meeting and forwarded to Mr. Hill for review. Don will then forward the minutes to SILT members for any needed clarification or corrections.
  - Whether or not to include names in the minutes was discussed (concerns included statements taken out of context). A motion to exclude names from the minutes was approved by a majority vote.

### **Principal's Update and Feedback on Scheduling Changes**

- Mr. Hill followed-up on the concerns expressed at the last SILT meeting about the number of student schedule changes that are made within the first few days of a grading period.
- At this time the process for changing schedules will not change due to the need to maintain scheduling flexibility. There are fewer schedule options due to budget cuts (less teachers = fewer class offerings) and students who do not earn credit in a current class may require a change in their new class schedule to accommodate the no-credit status.
- Scheduling changes tend to be more frequent at the beginning of a trimester so the number of changes should be fewer as the trimester continues.
- Administration will continue to work together with the counselors and registrar to minimize the number of schedule changes as much as possible. The possibility of having the next grading period schedules posted in School View prior to the new grading period start date will be explored.

### **Discuss Model Change and Number of People Needed for SILT**

- The SILT constitution is due for review and updating in May. Prior to that date a discussion needs to begin on the future direction of SILT. This includes the framework for decision making; membership and size of the team; and the role of the various stakeholders.
- Discussion at today's meeting included:
  - Who are the stakeholders? Who should be represented by the SILT membership?
  - Does the reduction in staff necessitate a change in the number of members on SILT?
  - What is the decision making framework/process that SILT should be modeled on?
  - Should meetings continue to be held in the morning before school starts? How do the constraints of a morning meeting time impact participation and sufficient time for the discussion and resolution of agenda items?
  - What type of open forum opportunity should be incorporated into the SILT meetings?
- For the next meeting: Mr. Hill asked SILT members to e-mail topics focused on concerns for the school.

**Next meeting: Wednesday, January 21<sup>st</sup> 8:00 a.m.**