

Student Improvement Leadership Team

Tuesday, December 18, 2007

Members Present: Mr. Hill, Rob Anderson, Leann Burris, Alicia Fischer, Sherry Augst, Don Myhre, Kip Sackett, Albert McGee and Kris Johnson

Approval of 11/20/07 Meeting Minutes

- A motion was made and approved to accept the minutes from the November 20, 2007 SILT meeting

Principal's Update

- **Blended Learning:**
 - Science and English classes have started. Math and Social Studies will be added as soon as there are enough students enrolled to begin.
- **Gang activity concerns:**
 - Five responses were received regarding concerns/questions about gang activity. This does not appear to be a current issue but the staff needs to continue to be vigilant about reporting gang graffiti, etc.
 - The staff development committee is hoping to find a speaker on gangs for the next workshop day.
- **Conferences:**
 - Conferences went well and more people attended than was expected.
- **2008 Staffing Process:**
 - Krista Frechette attended the first meeting between HR and the union to begin the process for determining staffing for next year. Krista will keep staff informed as the process continues.
- **Meeting Time:**
 - Mr. Hill apologized for not being available for the last meeting and asked if 2:05 p.m. on Tuesday's is still the best time for SILT meetings.
 - Don brought-up that the district set the meeting calendar for the year -designating the days for different meetings.
 - It was decided that the SILT meeting will remain on the 1st and 3rd Tuesdays at 2:05 p.m.
- **Silt Members who are unable to attend meetings:**
 - At this time Nick is unable to attend the SILT minutes per his original commitment due to his coaching schedule. Nick has indicated that he would like to resign.
 - A special election for Nick's position will be held for licensed non-teaching staff. The position will be for the remainder of the year. Don will contact the eligible staff.

Structured Lunch

- Alicia presented concerns from the site PLC team working on recommendations for a proposed structured lunch. The current recommendation from the PLC has not been approved by administration at this time. **Discussion/concerns on the issue included:**
 - Clarification is needed from administration about the process for approval. The PLC members understood that they had a "green light" to go ahead and work on the concept of having a structured lunch as a viable behavior intervention option. Is it an option? Structured lunch was previously discussed at SILT, AM/PM meetings and site PLC meetings. If it is not an option that will be considered by administration the PLC needs to know this.
 - Administration concerns include: staffing (union issues and taking Nick away from lunchroom supervision duties); pyramid of interventions (impact on relationship building and other interventions already in place); management (how will it be enforced and who will do the paperwork?).
 - Next Step: Administration and teachers bring different perspectives to the table about structured lunch and administration has not made a final decision at this point.

Mr. Hill requested that Don ask the PLC to address the questions and concerns brought-up today and check with other schools about structured lunch programs prior to resubmitting their proposal. Kip also suggested that Mr. Donovan attend the PLC meeting on Friday morning to discuss the administration's questions with the PLC. Mr. Hill agreed that this is a good idea and emphasized that having a structured lunch has not been thrown out as a possible intervention strategy.

Recognition Ceremony/Rewards Program

- Kudos to the student recognition PLC team for a great job on the recognition ceremony and the attendance rewards program started 2nd trimester.

Super Seniors Class

- Questions were addressed concerning the new class for super seniors.
 - Alicia asked for clarification about the purpose of the class and improved communication. Is it a learning lab or study hall? Are students working on skills for being successful? Are students earning credit for the class?
 - Mr. Hill explained that plans happened quickly for the class in order to get students enrolled at the beginning of 2nd trimester. Jeff Westervelt is working with students on life-long tools for learning success as well as providing students an opportunity to work on assignments with additional help. Mr. Hill encouraged staff to bring questions and feedback to Jeff directly.
 - SILT suggested that a progress report form that students could bring to their teachers requesting an update would be more efficient than weekly e-mails asking for missing assignments. Mr. Hill will share this suggestion with Jeff and has a form in mind that could be used for this purpose.

STEPS Process

- The new meeting format has been introduced at the STEP meetings and will be further explained at the January 18th staff development workshop.

Front Desk Phone

- Many students are abusing the front desk phone privileges. Steps to be taken: the phone for student use is being moved to outside Mr. Hill's office and Mr. Hill will ask Melissa to post an announcement restating the rules for phone use.

Other

- **Computers in classrooms:** The question was asked about why some teachers have computers in their classrooms. James explained that when the computer lab in the "B" commons was disbanded, teachers on that side of the building were given computers from the lab since there no longer was a shared common computer lab area. There is still a computer lab that is open to all teachers for sign-out and two shared common computer lab areas on the "A" side of the building.
- **Student Credit – Appeal Process/Phone Log Documentation:** Leann shared her concern about a credit situation. A student had been given a "NG" by the teacher but this was changed to a "P" by request of administration based on the fact that the student's parents had not been notified by phone that the student was not meeting the attendance requirement. Is this policy? What message does this send students and parents? Discussion about this concern was tabled for the next meeting.

Next Meeting: Tuesday, January 15, 2008