

Steering Committee Minutes – 4/27/05

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Members present:

Staff (if not marked out):

Melissa Troxell (chair)	Jay Roth (chair)	Cathy Bolek
Mary Ellen Butler	Chris Church	Diane Crain
Lynn Crandall	Joyce Crumpley	Shannon Cuff
Connie Dunn	Emm Foster	John Hartley
Brian Latham	George Lindsay	Susan Marcum
Vicki Meraz	Susan Parrish	Judy Scroggs
Don Tuck	Jolene Welsh	Phil Wickwar

Students:

Kelsey Jones

Parents & BOE* Member:

Barbara Wells; Kim Holaday; Ron Crighton*

Also present: Amanda Swadley; Eric Ramsey; Bekah Menditto; Debbie Rice

Agenda Item 1: Follow-up Items (order changed at request of presenters)

1. Freshmen Survival Skills

There are 18 teachers who have a freshman core class who would be available to teach these classes. Corrections have been done in the booklet. Susan P. suggested that teachers involved should meet at the beginning of school next year to review classes. Teachers will know before end of school, their assignments for TNT.

2. Dress Code

Shannon discussed the dress code. Dr Medlin had ask SGA to rethink #1 (skirt length) and how to word this rule to be completely clear. It was suggested – “x” inches above the kneecap with a diagram. **Any feedback, e-mail Shannon Cuff.**

3. Upper-level Retake proposal

Cathy talked about the retaking of upper level classes.

Math Department concerns: What about (a) Students that want to take only a semester; (b) Summer school classes should not be available for retake.

4. Curriculum Date recommendations [see addendum]

- a. Connie spoke of new deadlines for Curriculum. Alignment - just put in objectives for now. **Groups should discuss mastery level:** Pass or fail, or a percentage? The buildings' mastery level should agree.
- b. New course proposals should be submitted to a Student Services Team by Dec 1 for next year. *New courses need to be approved by the department before submitted to the team.*

5. Vote for new co-chair

Jay handled the voting of the co-chair replacement. Members voted on Mary Ellen Butler or Judy Scroggs. Mary Ellen Butler will be the Steering Committee' s new co chair.

The Steering Committee does not make decisions; we guide the staff in order to reach a consensus.

Cathy will make a list of possible classes available for retakes with permission from the departments. She will also make a more defined proposal. List of classes may or may not match DESE “upper level” defined list.

Agenda Item 2: Welcome [occurred earlier – after item 1.1]

Melissa introduced our new board member/Steering committee member, Ronnie Crighton.

Agenda Item 3: Facilitator Input

1. Shannon Cuff

Reminder for May 2 - Waynesville will visit HS for ALC meetings.

2. Jay Roth

Jay handed out Grade requirements recommendations by the High School Task Force to the State Board of Education news release.

Meeting adjourned 3:45 p.m.

Minutes submitted by Joyce Crumpley

Addendum to Item 1.4 submitted by C. Dunn

“Curriculum Date recommendations”

a. Connie spoke of new deadlines for Curriculum. Each department has submitted its own timeline for curriculum completion. The original completion date for typing all course objectives into SIS remains the same - by the end of the present semester.

b. Groups should discuss and return recommendations to Connie concerning a written definition of "mastery level" for competency tracking. The following should be addressed: 1) Should mastery be indicated by a passing level (60%) or a higher level competency? 2) If a higher level is chosen, should it remain consistent for all courses in all departments?

c. New course proposals must be submitted to the Student Support Services team by December 1 of each year to be considered for implementing the following school term. The procedure and format for submitting new course proposals is available on the F drive in the Curriculum folder. *New courses will need the approval of the department before being submitted.* This December 1 date coincides with the Career Planner revisions.