

Steering Committee Minutes – 4/26/04

At 5:31 p.m. Melissa Troxell called the Steering Committee to order. In attendance were Melissa Troxell, Chris Church, Vicki Meraz, Joyce Crumpley, Susan Parrish, Shannon Cuff, Jolene Welsh, Mary Ellen Butler, Dr. Kent Medlin, Jay Roth, Kim Holaday (parent/Board Member), Scott Halle (student), Kelsey Jones (student).

Agenda Item 1: Introduction of new SGA members

Shannon C. introduced Scott Halle, and Kelsey Jones as student representatives of SGA that will volunteer their time to sit on the Steering Committee.

Agenda Item 2: Attendance Policy Feedback Results

Joyce C. said that the feedback she'd received from all ALC teams were positive and supportive. She shared several items of concern:

- Make-up policy (3 day) as defined in the Attendance policy was *not* discussed and Joyce's ALC team suggested not to change it.
- Concerns over classifying "court" as excused vs. unexcused. Ultimately, it was agreed that the "UNEXCUSED" list will be omitted and that only an "EXCUSED" list should be printed in the student handbook.
- One ALC team suggested abandoning EXCUSED vs. UNEXCUSED for the first 7 days. Then classifying *each absence after the 7* to determine whether a student can make-up work or not.

After extensive discussion, Joyce C. agreed to modify the proposal to:

1. No make-up work for OSS.
2. Upon the 8th and every subsequent absence, it will be classified as UNEXCUSED or EXCUSED. If "unexcused," (as determined by the office), then a student is not allowed to make up missed work.

Dr. Medlin said before pursuing consensus among the staff, he would approach Dr. Houck for approval in advance of changing the Board Policy.

Agenda Item 3: "Tigers Need Time" Intervention feedback

Feedback from each ALC group was offered. This included (but not limited to)

- What consequence would be in place for students forced to tutor in small groups but refused? (Suggested lunch ISS).
- Could an Assembly schedule be prepared?
- It would be imperative for all teachers to use SIS gradebook so that tracking students' grades would be easily accomplished. It was expressed that *training* for teachers be required.
- Teaching assignments: Who tutors? Who supervises study hall? Who teaches freshman orientation?

Dr. Medlin suggested the staff meet *during the summer* in order to see *specifically* how the intervention would work. It was also questioned whether the Steering Committee should meet during the summer months.

Agenda Item 4: New Business

1. Chris C.'s position as co-chair of the Steering Committee will expire at the end of this year. Nominations will be accepted from ALC teams for a two-year co-chair position.
2. Dr. Medlin suggested *no new business* be brought before the Steering Committee during the May meetings. Consensus was reached among the Steering Committee members.

At 6:59 PM the meeting was adjourned.

Respectfully submitted,
Jay Roth