

STEERING COMMITTEE MINUTES
June 2nd, 2014

In Attendance: Lisa Papke, Tony Edwards, Pierre Habel, Linda Choun, Priscilla Flanders, Mark Flora (called in), and Leonard Dinegar.

Absent: Keith Beams.

Observers: None.

Order: The meeting was called to order at 4:32 p.m.

Agenda: Agenda was approved.

Public Commentary: Linda thanked S/C members for their work this year, and encouraged S/C to continue seeking feedback from Founders.

Minutes: Minutes from the May 12th meeting were approved (attachment #1*).

Principal's Report:

- **Hiring Updates:** Tony reported that hiring committees have finished, with the following new staff members being hired: Kim Blair Woodruff (English), George Dinwiddie (Math), Devon Lawrence (Art), Matt Fischer (Spanish), Kara Allison (Social Studies), Molly Harrington (Counseling), Ellie McGee (Chemistry) and Josh Griffin (AP).
- **Accommodations Draft Policy:** Tony stated that we are still waiting for more feedback from the District. Pierre will gather feedback from staff. **ACTION: PIERRE**

Policy Committee: Pierre provided updated copies of the SD's and LP's for S/C policy books and is working with Lisa Porter to post on the website. **ACTION: PIERRE**

College Communication: The talking points are complete, the subcommittee members divided up the 13 institutions to be contacted, a reporting template was developed and some very positive conversations have already taken place. The goal is to have all communications completed by August 11th.

Review of Organizational Chart:

- Linda distributed copies of a revised chart outlining a hierarchy of groups at D'Evelyn noting general responsibilities (attachment #2*).
- S/C discussed the role of various teams including Steering and Accountability Committee and the overarching goal of creating stronger, synergistic working teams.

Vacancy of S/C Member:

- S/C reviewed a list of people who have expressed an interest in filling next year's parent vacancy. S/C discussed using emeritus members to help develop potential candidates.

Final

- Per policy, S/C can appoint qualified candidates for a 1 year term. S/C agreed to hold off on considering an appointment until potential candidates have completed the required readings and other requirements.
- S/C will contact potential candidates again and encourage them to attend the training on June 9th.

Agenda Planning for Summer Work:

- **School Profile:** Counselors will continue updating as necessary.
- **Policy Committee:** Pierre will continue to lead work on this – largely via e-mail this summer. Priscilla joined this sub-committee.
- **Website/Document Review:** Lisa Papke
- **Credit Recovery:** Tony, Keith, & Pierre will continue looking into Virtual Academy and other options. S/C has identified this as a priority for next school year.
- **Dual Enrollment:** Mark and Tony will research.
- **Ridgeview Classical Visit:** S/C will plan on visiting in early fall.
- **Jag Tracks Ideas for Next Year:** S/C members will brainstorm ideas for next year and email feedback by Monday. **ACTION: S/C**
- **S/C Candidates Subcommittee:** Leonard will head this effort. S/C will continue reaching out to potential candidates.

Steering Committee Training: S/C reviewed the agenda for Monday, June 9th (attachment #3*). Training will include review of the Document, bylaws, policies. Members should read through all of these materials in preparation for this meeting. **ACTION: S/C**

Election of S/C Officers: S/C elected the following officers for the 2014-2015 school year:

- Chair: Lisa Papke
- Vice Chair: Leonard Dinegar
- Secretary: Priscilla Flanders
- Continuity Officer: Mark Flora

S/C Evaluation: Members gave feedback on things that went well this past year, and things that could use improvement. S/C agreed that a great deal of important work was accomplished, and that fostering a positive and productive relationship with A/C should remain a priority for next school year.

Continuity Log: S/C reviewed the log and made updates where needed. Leonard will email an updated log and meet with Mark to discuss the role of Continuity Officer.

ACTION: LEONARD S/C agreed that once the Record of Changes of D'Evelyn curriculum and instruction was updated (**Tony**), the continuity officer would be the keeper of this record going forward.

*Hard copies of **attachments** are available in the library.

Meeting adjourned at 7:30 p.m.

Next Meeting: June 9th, 2014 at 5:00 p.m. in the library.

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Respectfully submitted: Aimee Pless, Note Taker and Priscilla Flanders, Secretary