

## **School Improvement Team (SIT) Meeting Minutes January 15, 2008**

**Participants:** Kari Santos, Shari Mukundan, Julene Thom, Melisa Zahn, Michael Catalano, Suzy Davis, Tiia Norsym, Linda Spillmann

### **DAC Update**

There have been two DAC meetings since our last SIT meeting. Kari is the chair of the SIP Review Committee which is looking at ways to improve the School Improvement Plan process. There may be changes coming including possibly changing the review to a three or five year process instead of an annual one. It's difficult to know what is working and what isn't on an annual basis. A five year review would give staff a chance to see what's working and what isn't. Kari's concern is that if you have a five year review, you may miss new trends or concerns. There will need to be some flexibility. Ideas regarding the proposed changes include:

- Perhaps the goals could be staggered?
- Organizational Goal in the spring?
- All three goals every year but abridged versions of two goals while we concentrate on one goal and rotate them.

Bill Simmons talked about School Safety at the last DAC meeting. There is an effort to coordinate safety plans and procedures throughout the district so that they are identical at all schools. There is a new "Safe to Tell" website where you can give information anonymously about bullying incidents which have already occurred or may occur in the future.

### **Backpack Recommendations:**

- Buy small, well-padded backpacks that have two wide straps. It should be large enough to hold a folder and a lunch box but no larger.
- The contents should not be more than 15% of a child's body weight.
- Pass the scale around to the classrooms and let the kids do the math of what the percentage should be for each child.
- Parents should check inside back packs frequently and minimize unnecessary articles. Also check back packs for miscellaneous items that aren't allowed to be at school (trading cards).

### **Bullying**

Michael asked if people had heard of the adolescent on trial for breaking another child's jaw after he'd apparently been harassed for months and no one had done anything. Michael asked when a national event like this happens, is this an opportunity for us as a community to discuss the issue.

Melisa responded that teachers use teachable moments as things come up in class. Classrooms also offer community meetings where children have an opportunity to brainstorm and identify good choices and discuss ways to be a good friend. Elizabeth

Martin's Second Grade class uses a forum she calls "Roses and Gripes" where at the end of every day children get a chance to talk about their feelings and how others have affected those both positively and negatively. In addition, Foothill offers Peer Mediations. We also have a crisis plan held in a large binder in the office that lists all of the possible things that could happen and how to deal with them. Finally, TFK (Time For Kids) and current events are forums for discussion of bullying in class.

### **Construction**

April is the new expected start date following approval at the board meeting. Fences will then go up and materials and equipment will be placed within the fenced off area. At that time there will be external limitations as children won't be able to use part of the playground or access classrooms through the courtyard or from the front of the building. Fire evacuation plans will be revised and practiced prior to and during each phase of the project. As access changes to different parts of the building we will adjust our routes.

When construction starts weekly meetings will be held with administrative staff and the project manager to review the upcoming week's construction work. The "look aheads" will provide information about what to expect and any changes in the current routine that will be necessary. Emails will be sent out immediately as issues and changes arise. **It will be imperative that parents sign up to receive Foothill emails when construction begins in order to receive up to the minute information regarding how children and parents may be affected by the construction on a day to day basis. Please be sure to sign up for the parent email list to keep up to date on the progress of our project. You can find a direct link to the email list on the front page of the Foothill website at <http://bvsd.org/schools/foothill>**

A bond Safety Manager has been hired and will be working closely with Foothill staff to deal with any safety issues that arise. In addition, a bond Support Coordinator is working with Foothill staff to ensure that administrative staff is getting the support it needs during the time-consuming process of preparing for and managing the renovations.

### **Enrollment**

Foothill's student enrollment is currently 537 students. With the completion of the apartments near the North Boulder Recreation Center we expect to get potentially 20 or more students. We will know more after spring break about staffing and student enrollment numbers for the fall.

**Next Meeting:** February 12, 2008 6PM