



Schoharie Junior/Senior High School
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July 18, 2019

**Building Leadership Team
Agenda and Meeting Minutes**

Attendance: Marion Burghart, Kevin Calacone, Kristin DuGuay, Michelle Griffin, Pam Guest, Paula Monarch-Palmieri

1. Standing item: High School Building Renovation Project
 - a. The High School Office, Counseling Center, and Attendance Clerk have all relocated to the Elementary Library for the rest of the summer so that demolition work can begin in their soon-to-be former office areas.
 - b. Bast-Hatfield's project foreman is leaving the organization this month. A new foreman is being appointed.
 - c. Framing continues in the new High School Office, Counseling Center, and Nurse's Office. Sheetrock was installed starting on July 18, 2019.

Outcome: Continue to work with Shawn Gathen and the Building Project Committee throughout the remainder of the renovation project.

2. Standing Item: School Climate

- a. Generation Ready has rescheduled our meeting to review the results of the Equity Walk and Engagement Survey.
- b. We are on target to have the new Cultural Proficiency Class for 7th graders in place for September 2019. This will be one of the four quarterly classes that 7th grade students take.

Outcome: Keep school climate as a standing item and focus for future BLT agendas.

3. New Item: Open House Wednesday September 18, 2019 (6-7:30 p.m.)
 - a. BLT has decided to go with the open format in the gymnasium for this year.
 - b. This will give parents more flexibility in attending (away athletic events that night)
 - c. It also allows families to divide and use their time as they best see fit, especially if they have multiple children in our building.
 - d. Wednesday instead of Thursday so that there is no time conflict with Board of Education meeting with the time moved forward an hour.
 - e. Financial Aid meeting will take place in the Auditorium during Open House. Senior families can attend one or both events. We will also look into livestreaming the event for those who can't attend in person.

Outcome: Notify faculty, staff, and families about Open House and the new format as soon and as often as possible..

4. Previous item: Building Level Goals 2019-2020

- a. Equity Goal- Should we make achieving a No Place for Hate designation as our building equity goal?
- b. Should we keep an Attendance Goal for one more year? Yes. We would like to see our Average Daily Attendance (ADA) rate at 95% or greater. Our ADA rate was 94.3% for SY 2018-19.
 - i. Work with individual students and their families to encourage daily attendance.
 - ii. Teachers should notify counselors or the office if students have patterns of absence.
 - iii. Teachers should also contact families directly if they note these absence patterns.
- c. Academic Goal- Increase communication with Schoology. How can we make this measurable?

Outcome: The BLT will continue to refine these goals before the start of the 2019-2020 school year.

5. Other topics

- a. BLT Meetings for 2019-2020 (every other month opposite faculty meetings): 9/9/19; 11/4/19; 1/6/20; 3/2/20; 5/4/20; 6/22/20 from 3-4 p.m.; July and August 2020 dates TBD from 8:30-9:30 a.m.

Agenda items for next meeting: Final handbook updates; finalization of building goals.

Next meeting: Tuesday August 20, 2019 (8:30 – 9:30 a.m. in ES Conference Room).