

**SAC Minutes**  
**Wednesday February 8, 2023**  
**4:30 pm**

- I. Call to order
  - A. Welcome Brian Benkert new RHS officer and Teresa Heckman - new Elementary Officer
- II. Members in attendance
  - REA-** Rebecca Titus, Jen Oakes, Teresa Heckman, Jeremy Lowther, Joe Okonski, Lindsay Evans, Chrissie Stauffer, Brian Benkert, Nate Henschel, Shanalyn Eckenrod
  
  - Cabinet- Jesse Leisawitz. Dr. Sanchez, JuliAnne Kline, Wanda Crespo. Dr. Murray, Wayne Gehris
- III. District Wide
  - A. **Monday Meetings:** In the past there was a schedule for the Monday meetings, does that still exist? (Rebecca)
    - **Schedule for Monday meetings - set items for each Monday of the month.**
    - **Is there anything in place that the building should be following**
      - JuliAnne
        - No standardized structure
      - Rebecca
        - Other than the faculty meetings the Monday meeting times are not being used as efficiently as they could be used
        - Members know they are required to stay for a longer period of time
  - B. **PD buildings days:** What is the protocol for PD days that are “building” days? How and who decides what takes place on these days? (Rebecca)
    - 1. **Act 80 Days - who is responsible for creating the plan**
      - a) JuliAnne - some days there are specific plans
        - (1) Conference weeks - Equity
        - (2) January - Data Summit (iReady, etc)
      - b) Rebecca - concern is how efficiently this time is being used. These Act 80 Days are spent looking at data or having consultants come in. Staff aren't getting time to work on self-directed planning.

- C. **Vacancies in administration:** What is the plan when buildings have administrators resign and a new hire has not started? (Shanalyn)
1. **There needs to be a more consistent way to have administrators cover buildings that are down administrators.**
  2. **Are we facing the same shortage in administration as we are in the teaching area** (Rebecca)
    - a) JuliAnne - we are beginning to see this; the substitute pool has declined greatly
    - b) Wanda - teachers have been hired in administrative roles but can't be released due to lack of filling their teaching roles.

IV. RHS

- A. **Cleanliness:** Rooms are not being cleaned, only trash being taken out. \*This has been addressed at health and safety however it is an ongoing issue. (Jeremy)
1. **Cleanliness is an issue; trash is taken out only 3 times a week; floors are not being mopped.**
  2. **This can create an issue amongst unions**
  3. **We know Custodial staff is short staffed**
  4. **We need a plan for cleanliness**
    - a) Dr. Schez will follow up on this issue
      - (1) Procedure is discuss with Karl Shupp or Waldo first; then 717; then Scott)
    - b) Send specific rooms that are the critical issues
      - (1) **Food science rooms probably need daily cleaning**
- B. **RVA:** Guidance and/or clarification about the protocols and procedures for teaching staff. (Jeremy)
1. **Is there a set of procedures for teachers who are taking on extra periods?**
    - a) **Some teachers thought they were getting one RVA class and getting 2 and 3 - are they getting compensated**
    - b) **What is an RVA class size (they vary between 25 and 73)**
  2. **JuliAnne - today the teachers asked to meet with Alex (the director of RVA) so they will meet with him and then this issue will be discussed**
    - a) **Jeremy will forward the concerns to JuliAnne.**

V. Middle- N/A

VI. Elementary- Virtual Days - students who were absent prior to a virtual day do not have their laptops, they are marked present on the virtual day. This creates an issue due to the fact that their attendance is being tracked.

- A. **Teresa - Everyone was marked present on the asynchronous day; had to mark everyone present even if they did not attend with the computers or do the work.**
  - 1. Wanda - principals needed to give grades to kids; we needed to offer flexibility to families
    - a) If there were repeated absences they would be marked absent
  - 2. **Nate - we still have to track attendance when someone is habitually out**
    - a) JuliAnne/Wanda - If a student is out for a certain number of days, should they be marked absent on a virtual day
  - 3. **Joe - MS - 3 or more days they were marked absent on the virtual day**
- B. JuliAnne - kids that come to school on a regular day are marked present so we need to think of that as well.

VII. Special Ed-

- A. Issues with bussing: Staff staying beyond the contractual day. How are the staff compensated? Stipend?
  - 1. **Are we offering hourly pay or stipends**
    - a) JuliAnne - stipends this year; last year we were paying hourly; this year directed to pay stipends; this is for teachers only; paras need to use their overtime rate and time sheet
      - (1) Formula for stipend - julianne
        - (a) How many kids and how many hours
    - b) **Jeremy - buses are supposed to be gone by this time but still there - is there a stipend? Buses are coming in later**
      - (1) This is something that can be looked at midpoint
    - c) Jesse - had to move paras to overtime rate
    - d) **Jeremy - teachers have to be voluntary**
      - (1) If they are staying longer, they can talk to the principal and pay can be adjusted
    - e) **Dr. Sanchez - perhaps we need to talk to transportation director - we need documentation to show**
      - (1) Rebecca - how you would like this information
        - (a) Send to director of transportation
      - (2) Jesse - the bus number is what they need to know

VIII. Administration

- A. Calendar
  - 1. JuliAnne
    - a) 1st week of school

- (1) Clerical day not at end of week - it is August 22d
- b) Act 80 day in March
  - (1) Primary Election Day
  - (2) Primary election day will be an Act 80 day regardless of the day April or March
- c) ED days - 4 days
- 2. Act 80 Day Tuesday
- 3. Last student day June 5 - clerical day June 6th

IX. Adjournment

- A. Adjourned at 5:05