

Agenda Item	Notes
Supplies and materials	Even though our budget has been reduced again this year, we decided to keep the teacher allotment for school supplies the same as in the past. K-3 teachers will receive a \$200.00 supply allotment and specialist will receive a \$100.00 allotment. Supply forms will be given to staff next week. Also, SILT approved the distribution of textbook allocation money to each grade level. Once our final amount of textbook allocation money is received and money for paper for the copy machine is taken from the account, then the remainder of the money will be divided among the four grade levels. Further explanation will be given to you in August.
Membership on SILT	SILT membership will remain the same for next year with the exception of Mary Katherine Smith. All other members have just served one year. Brandi Bailey will replace Mary Katherine on SILT.
Summer Maintenance	A discussion of various summer projects was held. One of the bigger projects is the installation of a keyless entry system. Staff will no longer need keys if they want to enter the building when it is not open.
Open House	We looked at the data from the March Open House. We had an average attendance of 76% for Open House. Due to the early spring break next year (March 25-April 3), it was decided to have a spring Open House in the middle of April. ISAT testing has been moved to February next year, conferences are in early March and we dismiss for break on March 24. February and March seemed too congested. November, December, and January were not appropriate. October is too early for grades K and 1 as they would not have as much to share as they would toward the end of the year. So April has been chosen. The actual date in April will be chosen in August.
No Child Left Behind	Cindy Worner, the NCLB coordinator, shared information with SILT about the NCLB parent involvement plan. A flow chart was shared and discussed. Questions were answered.
Sunset Hills School -	STI T - April 28, 2004