

# Sunset Hills SILT Minutes: September 24, 2002

TOPIC	RESULT
New parent SILT rep for gr. 2 & 3	We welcomed Mrs. Shelley Skocaj as the new grade 2/3 SILT representative.
1 <sup>st</sup> day of school	Mike shared the fact that Sunset is the only school in the district that has the hour and $\frac{1}{2}$ first day orientation. Other schools have a family orientation offered two times...on Tuesday evening and Wednesday morning. The difficulty for working parents and childcare with the current situation was a consideration. Many parents expressed concern with the lack of an evening session. Mike has asked that we explore the issue throughout the year and determine if changes are needed for next fall. Changing the first day of school would eliminate the Back to School Night that had a range of 50% to 80% attendance rate.
Supervision plan	Mike presented the revised supervision plan and reviewed the contents of the packet. He expressed that he is very happy with the current lunchtime crew and procedures. The Supervision Tally sheet is a new addition to the Supervision Plan. The district is interested in tracking recess behavior problems. Their data collection tool (supervision tally sheet) will be used for this purpose.
Flex time	The new process of submitting flex time via email is working well. It was approved that a teacher can change their submitted flex time anytime during the week through a quick email note to Mike.
SILT Responsibilities	Mike continued to review our responsibilities as outlined in the new teacher contract. Regarding SILT meeting notices and agendas, it was decided to process both electronically instead of mailbox stuffers.
The next meeting was scheduled for ...	October 8 <sup>th</sup> at 3:15 in room 5

1<sup>st</sup> grade request

The first grade teachers have requested that their monitors be moved to the front of the classrooms. Klaus TV quoted \$350 each to complete this task. SILT decided to discuss the issue with staff in the future.