

# Cabinet Minutes

February 5, 2015 - 9:00 a.m.



PRESENT: Dick, Joni, Nancy, Aaron, Rebecca, Marc, Scott

ABSENT: Jennifer

## 1. Board Agenda Review

### BOARD AGENDA, Monday, February 23 - MMS

	READING	PRESENTER	TIME
MMS Focus		Condee Wood	30
Superintendent Goals		Dick	20
Budget		Jennifer	
Executive Session - Personnel Issues - following meeting			

**Presenters please note:**

**Agenda form is due by February 13; materials for Board packet by February 18.**

### BOARD AGENDA, Monday, March 2 - Knox

	READING	PRESENTER	TIME
Robotics Demonstration		Brenda Diettrich	
Budget		Jennifer	
ORLA Update		Joy	
Data			
Executive Session - Negotiations			

**Presenters please note:**

**Agenda form is due by February 20; materials for Board packet by February 24 .**

## 2. Department Updates - 30 minutes

- a. Communications - Rebecca
  - i. Advertising for 2015 Bond Committee
  - ii. Parent group meeting follow up; next meeting April 28 (budget)
  - iii. SBAC info to web and social media sites (tests, video)
  - iv. Middle School Info Nights
  - v. Kindergarten Day
  - vi. Annual report in mailboxes next week
  - vii. PRR requests
  - viii. ORLA new web site
  - ix. ORLA Grand Opening event
  - x. Proactive health, emergency planning
- b. Technology - Marc
  - i. Wifi
  - ii. ChromeBooks - arriving and deployment.
  - iii. ORLA move
  - iv. ORLA audio and panic system
  - v. Wireless and Switch RFPs
  - vi. Transfinder and SIF

- vii. Tech Fair
  - c. SPED - Joni
    - i. Safety Net
    - ii. Medicaid Billing
    - iii. Personnel and Hiring, changes for 15-16
    - iv. 15-16 Program Needs and Bump-up conversations
    - v. Out of district placement and alternative transportation options
    - vi. SBAC Accommodations and Logistics
    - vii. Exploring Para to teacher plan
  - d. HR - Aaron
    - i. Bargaining preparations
    - ii. Job Fairs & recruiting
    - iii. Personnel and staffing
  - e. T&L - Nancy & Scott
    - i. Bridges Collaboration Sessions
    - ii. Humanities
    - iii. Standards-based Grading Report Cards - February 11
    - iv. LAP Legislation
    - v. TILT Planning Team
    - vi. Bridge to College Course Grant
    - vii. SBAC Training Tests
  - f. Operations - Jennifer
3. Annual Staff Recognition - Aaron
  4. Immunizations - Nancy
  5. Locking Knox After Hours - Marc
  6. New Teacher Welcome Materials - Dick

**UPCOMING MEETINGS AND EVENTS**

Date	Time	Event	Notes
Feb 21	10:00	Kindergarten Info Day @ CHS	setup starts @ 8:30 am
Feb 23	6:00	TOGETHER! CHAMPIONS FOR KIDS	Indian Summer
Feb 24	8:30	GA @ KNOX	
Feb 26	7:30	HAVE A HEART FOR KIDS BREAKFAST	Red Lion Hotel - Dick, Allen, Mark, Eileen, Jennifer, Joni, Aaron, Rebecca
March 10	8:30	TILT @ KNOX	
<b>March 23</b>	<b>6:00</b>	<b>Joint Meeting w/Griffin Board</b>	<b>at Griffin</b>
March 31	8:30	GA @ KNOX	
April 14	8:30	TILT @ KNOX	
April 28	8:30	GA @ KNOX	
May 12	8:30	TILT @ KNOX	

**STUDY SESSIONS**

Date	Time	Topic(s)	Facilitator	Notes
Feb 9	6:30	Common Core SBAC Early Learning	Scott Scott and Marc Cissy	
Mar 9	6:30	PBIS & Robotics	Randy Steele & Chris Johnson	

Apr 13	6:30	Budget	Jennifer	
May 11	6:30	Budget	Jennifer	
Jun 8	6:30			

*Future Topics: Smarter Balanced, 3<sup>rd</sup> Grade Ready, LAP/Title 1, High-Cap*

**KNOX STAFF MEETINGS**

Date	Time	Topic(s)	Notes
Feb 10	8:15	Public Records Requests Measles Update Safety	Diana Jeff All
Mar 3	8:15		
Apr 14	1:30		
May 5	8:15		
Jun 9	8:15		

**KNOX AFTER HOURS - SUGGESTED SHORT TERM OPTIONS**

- Lock the building at 5:30 p.m. when there are no evening meetings. (Maybe 5:15 on Fridays when we tend to vacate a little earlier.)
- Lock the building 30 minutes following the start time of an evening meeting. Non-district meetings would be made aware at time of reservation that the building would be locked.
- Lock the building one hour after the start of a Board meeting. Post custodian's cell phone number.

**KNOX AFTER HOURS - POSSIBLE LONG TERM OPTIONS**

- Install door bell that might ring in the various locations--Board Room, second floor. Thought: perhaps connecting a light rather than a bell in the Board Room would be less disruptive.
- electronic notification on computers
- key card access
- video camera
- district cell phone to be available to meeting rooms, with number to be posted at the door.