

# Cabinet Minutes

June 25, 2015 - 9:00 am



PRESENT: Dick, Rebecca, Kari, Nancy, Jennifer, Aaron, Marc

Absent: Joni, Scott

## 1. Board Agenda Review

### BOARD AGENDA, Wednesday, July 8 - Knox - Special Meeting & Study Session, Budget

		READING	PRESENTER	TIME
	EXECUTIVE SESSION - BARGAINING		Multiple	
5	Fire Alarm Project - Consent		Jennifer	
4	Field Trips - Consent		Jeff	
8	Surplus - Consent (Ruth)		Jennifer	
	Study Session - Budget		Jennifer	

*Presenters please note: Agenda form is due by June 29; materials for Board packet by July 2*

### BOARD AGENDA, Wednesday, July 15 - Knox Special Board Meeting

		READING	PRESENTER	TIME
8	2015-16 SY Budget	1st	Jennifer	40
2	Hiring and Personnel	1st	Aaron	30

*Presenters please note: Agenda form is due by July 6; materials for Board packet by July 10*

### BOARD AGENDA, Monday, July 20 - Knox - 6:00 Public Hearing re Budget Adoption

		READING	PRESENTER	TIME
8	2015-16 SY Budget	2nd	Jennifer	40
2	Hiring and Personnel	2nd	Aaron	20

*Presenters please note: Agenda form is due by July 10; materials for Board packet by July 14*

## 2. Department Updates - 30 minutes

- Communications - Rebecca
  - i. Calendar - Deadline July 20
  - ii. Budget communications planning
  - iii. Elementary report card pieces
  - iv. Videos
  - v. Public records requests
  - vi. Parent group leader training in September - Marty Fortin
  - vii. Summer communications planning (mobile app; web site; emergency planning)
  - viii. South Sound Reading Foundation, Books by the Bay - July 31
- Technology - Marc
  - i. IPVS Camera Update
  - ii. Waterford license has increased in price from \$3,000 to \$33,000 next year. Re-assessing the ability to support this.
  - iii. Hiring
  - iv. Lab Replacements
  - v. Gmail Pilot
- SPED - Kari
  - i. Staffing updates: numerous staff to hire, office help in August
  - ii. Potential concerns> OSPI

iii. Student update

○ Human Resources

- i. Hiring guidelines for Principals-- in district process and OEA concerns when positions are shifted.
- ii. Bargaining-- TOPA
- iii. Coaches Professional Development

○ T&L - Nancy & Scott

- i. HiCap 4-5 classrooms at Roosevelt and Brown: hire another teacher, outfit rooms, training, fill classrooms, pull kids out of the other schools and add to Roosevelt and Brown
- ii. Alki concerns

○ Operations - Jennifer

- i. Troy is still healing; call me if you have questions or concerns. New dispatcher has been hired.
- ii. Business Manager position is still under consideration.
- iii. House has accepted many of the Senate budget proposals for K-12; we do not still know the final however b/c several issues outstanding.

**3. Cabinet Calendar - please remember to enter vacations, conferences, etc.**

**4. Payroll Deduction Forms - Rebecca** Some employees already payroll-deduct for OSDEF. They would like to have a specific form available for employees (like United Way). We will provide it to employees in the fall at the same time we provide United Way forms.

**UPCOMING MEETINGS AND EVENTS---Pam could you tell us, are these beginning Sept 2015?**

Date	Time	Event	Notes
SEP 15	8:30	GA	? Rebecca's guest speaker from Marysville (Rebecca will contact her) Technology Update: labs, refresh
SEP 29	8:30	TILT	
OCT 13	8:30	GA	
OCT 27	8:30	TILT	
NOV 10	8:30	GA	
NOV 24	8:30	TILT	
DEC 1	8:30	GA	
DEC 15	8:30	TILT	
JAN 12	8:30	GA	
JAN 26	8:30	TILT	
FEB 9	8:30	GA	
FEB 23	8:30	TILT	
MAR 15	8:30	GA	
MAR 29	8:30	TILT	
APR 12	8:30	GA	
APR 26	8:30	TILT	
MAY 10	8:30	GA	
MAY 24	8:30	TILT	

**STUDY SESSIONS**

Date	Time	Topic(s)	Facilitator	Notes
SEP 14	6:30			
OCT 12	6:30			
NOV 9	6:30	? Summer School '15	Jim Anderson	
DEC 7	6:30			
JAN 11	6:30			
FEB 8	6:30			

MAR 14	6:30			
APR 11	6:30			
MAY 9	6:30			
JUN 13	6:30			

**KNOX STAFF UPDATES - 2015-2016**

Date	Time	Topic(s)	Notes
SEP 11 (FRI)	1:30	Welcome Back!	Root Beer Float Friday
OCT 6	8:15		
NOV 3	8:15		
DEC 8	8:15		
JAN 5	8:15		
FEB 2	8:15		
MAR 1	8:15		
APR 19	8:15		
MAY 17	8:15		
JUN 14	8:15		

**GRADUATIONS**

Date	Time	Event	Notes
June 4	6:00	Avanti	
June 5	7:00	Transition Program	
June 11	7:00	CHS	
June 12	7:00	OHS	