

## **Building Level Planning Team**

### **Draft Minutes**

**April 12, 2007**

Members present: Volin, Sloane, Cahill, Sutherland, Lancto, McLoughlin, Gideon, Shibata, Fox, Christie, Davenport

1. We reviewed proposed changes to the building Code of Conduct. We will investigate adding a more detailed “student rights” section. Pending budget approval, a new proposed autodialer will be able to call preferred parent phone numbers, or all on a list. This will assist in following up on attendance.
2. We reviewed the curriculum for the student driving program. We reviewed concerns regarding driving instruction. We proposed the following questions: what is the relationship between the driving school and the school? Are there any alternatives? Should there be an on-site supervisor?
3. We reviewed assembly requests.  
In reference to SCA awareness day, can the day be recognized in another fashion that would not disrupt instruction. An informational table or outside of school hours event?
4. We will ask English teachers for a PA “letter to the editor” announcement.
5. We reviewed the HSSSE survey plans. We will ensure that students who need special accommodations are attended to.
6. We will begin including students of the month in our monthly newsletter. For this year, all students of the month will be listed in our last news letter.