

Keystone Summer Meeting Minutes
June 25, 2004

Attendance: Peggy Scott, Janice Ives, Barb Bills, Jerry Christensen, Paul Baker, Curt Christenson, Karen Potter, Jim Allen, Pat Arnold, Lester Hampton, Brian Conant

Meeting Agenda:

1. Goal Setting for 2004-2005 school year
 - a. prioritize standing committees, committee organization
 - b. suggestions for Baker summer work
 - c. beginning of the semester in-service work
2. Old Business from 2003-2004
 - a. equity in hiring and salaries
 - b. textbooks
 - c. Jerry Christensen suggestions
 - I. curriculum
 - II. gradquick
 - d. parent teacher conferences

1. Goal Setting for 2004-2005 school year

The meeting did not completely follow the agenda.

Peggy Scott began the meeting by sharing that the purpose of the meeting was to determine what kind of work really needed to be done – that Keystone would determine its own work and some care should be used to determine what we spend time and energy on.

1. B. Paul Bakers Suggestions for Summer Governance Work

Paul Baker said that the best way to make change would be through sub-committees established to deal with specific or ongoing problems. He also detailed the status of his governance committee, which he believes would need to continue to spend time finding and examining as many existing documents regarding the governance of UHS (including committee minutes, governance revisions).

Jerry Christensen, who described himself as “no lame duck” also explained his vision for the next school year and future of UHS would be to become an example of the best practices in as many ways possible. He said he felt there were many places for improvement, especially in regard to curriculum and technology

1. A. Established two new Keystone sub committees: School Development and Parent Teacher Relations, maintained standing subcommittees

1. A. Assigned New Keystone Members to Subcommittees

After some discussion it was decided that in addition to the two standing subcommittees (Clinical Experience and Governance, Personnel) two additional subcommittees, School Development and Parent Teacher Relations would be established for the next school year. Goals of the committees would be made more clear as they are developed, though the School Development Committee would be concerned with improving school curriculum, instruction, assessment and programs. One goal of the parent teacher relations committee would be to improve parent teacher conferences. There was discussion concerning developing a Personnel subcommittee.

There was also discussion about the status of the Core Expectations subcommittee, the status of which could not be determined because the chair of the committee was not present. Discussion also included the possibility of establishing a personnel committee and incorporating into that committee the members and work of the Core Expectations Committee. The Personnel committee would have to be created by the administration.

New committee members volunteered for the following committees: Karen Potter: C&I and School Development, Lester Hampton: Parent Relations, Jim Allen: Parent Relations, Brian Conant: School Development (already a member of the C&I committee). In addition Janice Ives volunteered to serve on the Parent Relations Committee.

1. C. Beginning of the Semester In-service Work to Include Keystone Bylaws, seeking subcommittee members, Bob Dean

During discussion of the in-service work for teachers at the start of the semester it was suggested that Keystone invite Bob Dean to UHS in order to discuss salary and hiring equity. It was also suggested, however, that the committee make efforts to keep this presentation practical – meaning that the faculty is not very concerned about the kinds of information Dr. Dean usually presents. Instead, the faculty is more concerned about how equity in salaries can be maintained, how the system works, how to reduce overloads and how it can be changed.

After the meeting Paul suggested Bob also explain the state of the principal search.

It was also determined that the in-service time should be used to distribute and explain revised Keystone by-laws to new faculty/staff and seek out members for various subcommittees (gently)