

Keystone  
Minutes  
4-24-06

Present: Jim Allen, Brian Conant, Brad Dearing, Lester Hampton, Jeff Hill, Janeice Ives, Peggy Scott, Dirk Smid, Diane Walker

1. The meeting was called to order.

Information Items

2. School-Parent Relations—if spring conferences are deleted from the schedule it will be important for teachers to be in touch with parents of struggling students. One suggestion was for staffings on students with multiple Ds and Fs so parents would only have to attend one meeting.

Lester is the chair of this committee and will be resigning at the end of the year from both the chairmanship and Keystone. Diane will appoint a new chair as soon as possible.

3. Election results include new three-year members Cathy Troyer, Andrea Markert, and Jim Potter.
4. Chairs are reminded to submit end of year reports in a timely fashion.
5. Response to the faculty forum was encouraging. People seemed to be well informed on the issues at hand. Written minutes will still be circulated. Members of the Council are encouraged to be sure faculty comments get to Keystone.
6. The administration is waiting on quotes on the library rehab. Anita Beamon, the new librarian, will also be giving input.
7. The laptop initiative is moving forward. Quotes are being received for the computers and from facilities for the redesign of classrooms. The summer in-service for teachers involved in the initiative has also been planned.
8. Personnel reports the school is in the midst of hiring. Positions in Spanish and the library have been filled. English is ready for a decision as is Social Sciences. Science interviews are beginning.

Discussion and Action Items

9. The new course proposal policy was passed after brief discussion regarding the role of the department chair.
10. Internship expectations were reviewed. There would be perhaps 2 or 3 interns accepted for next year in the areas of English, math, and science.
11. Jeff is hoping to institute a summer leadership day in mid-July to assist all people in the building with leadership roles. It would include a review of the varied roles in policy making and implementation as well as meeting skills. Agenda setting for the coming year would also be discussed.
12. The council also passed the IVHS non-master schedule proposal. This would not include ISU or Heartland classes which already have policy outlined in the handbook.

The May meeting of Keystone will be the annual luncheon on May 30. Please have all end of year reports submitted prior to that meeting date.

Respectfully,  
Peggy Scott, secretary