

2005-06 Yearly Report of Shared Governance Committee

Members: Jeff Hill, Janeice Ives, Jim Kelly, Dixie Lewis, Andrea Markert, and Dirk Smid

Accomplishments

1. A Student Conduct standing committee was established as part of the Essential Schools Structures document. This committee will conduct a yearly review of student conduct policies contained in the student handbook.
2. A Co-Curricular standing committee was established as part of the Essential Schools Structures document. This will be a standing committee to review and explore co-curricular activities as needed for special circumstances. The committee will meet at least once each year.
3. Over the past year, the Shared Governance Committee has worked with the Principal to complete the framework of the Essential Schools Structures document and have all standing committees created with agendas defined. Keystone suggested that a forward be added to the Essential Schools Structures document. Keystone's relationship with the standing committees and the process of policy recommendation to Keystone from the standing committees should be outlined.
4. A web page was established with essential documents pertaining to the shared governance at University High School. The web page also includes all minutes of the Shared Governance Committee meetings.
5. The Shared Governance Committee established a yearly report schedule for the standing committees of the Essential Schools Structures document. This document is posted on the web page.
6. The Shared Governance Committee recommended to Keystone "Guidelines for Procedures and Policy Development". This document outlines policy and procedure development of the standing committees before recommendation of policy or procedure to Keystone.
7. The Shared Governance Committee recommended to Keystone a format for the "Open Forum" that is to be held each year according to the By-Laws. The "Open Forum" would be held one evening after school, with administration and Keystone representatives available to answer questions. The questions would be submitted in advance.

2006-07 Goals

Complete the forward for the Essential School Structures (ESS) document.

Complete Department Chairs section for the ESS.

Complete the proofing of the ESS. (consistency)

Follow up on the creation and maintenance of an archival system.

Compile a set of documents for the orientation of new hires.