

November 17, 2010

Present Members: Brian Zurla, Ray Mynster, Brent Reiske, Julie Curry, Jennifer Lashier Michelle Kim, Shannon Hsu, David Vannasdall, Winnie Chin, Kathy Yamane, Jennifer Oku, John Tung, Craig Wiblemo, Joan Stevens

1. Informational Updates
  - a. Stipend Committee
    - i. Being looked into as to who are the **current recipients (musicians/athletics, etc.) and endowers**
    - ii. Brian is checking with Jennifer Lashier, John Tung, and Oscar (DO). Everything goes through **Oscar as he writes the paychecks** and he will be able to see the current recipients.
  - b. Diversity Week/Assembly
    - i. Announcement made at October staff meeting
    - ii. Information/announcements will be on Apache News and emailed **to teachers?**
  - c. **(Emergency)** Cell Phone Numbers were used in a phone blaster for teachers this weekend
    - i. Intent was for if something serious happened, power outage, etc...
    - ii. It has gone out on the past two all calls and was improperly linked. David says it can and will be fixed
2. Info/Discussion: Copy Machine Location
  - o **There is** only room for two in the Student Services location.
  - o We need to find a location for the 3rd copier
  - o J Building and Science Building are options, but if there is a problem with **location since Stephanie Harvey cannot leave her desk to travel to these 2 building locations and the copier** wouldn't be fixable in a quick timeframe.
    - Julie suggested training someone else at the location
  - o Problem with the current **location (copier #3)** by the admin is that it will be used for testing materials which has to be locked during these testing times and thus will be not accessible, as well as deliveries are stored in the same room
  - o Thought is maybe move 3rd copier to J-building and move the duplicator to Science Building. Pending the copier fitting in J9 1/2 this would be the location, and this will be the move when the electrician has the room rewired.
  - o Brent Reiske would like to see that the data shows that teachers in that area would be using it because if only 10% of copies come from the J Building, then it would not be a good move ultimately. David says this could be **re-evaluated** again at the end of the school year
3. Discussion: Buyback Proposals for Monday, January 31, 2011
  - o Online signups **will delineate** 1st, 2nd, 3rd choice and **availability starts dropping???**. There will be an initial survey to find people's top 6 choices (Craig W is in charge of making this up).
  - o **Brian would like a three part write-up from all facilitators to summarize Purpose, Target Audience, and Materials.** Brian will contact the facilitators."
  - o CTT is trying to move forward with the WASC Action Goals that were discussed at the last buyback. Hoping to use that time for the 3 groups to meet with those **whom** are interested in working on these WASC **action goals**.
  - o Joan suggested a seminar on grant writing. This will be put into the survey to see if anybody would be willing to do this seminar.

Additional:

- David says the additional goal of publicising the ESLRs has to be addressed. These should be on the AHS Website, student agenda, etc... David would like some people from SSLT to help write the action plan to put the ESLRs in place...to "infuse" it day by day so the public is aware of our ESLR goals. John Tung, Ray Mynster, and Julie Curry volunteered to be on the committee. We'll have info by Dec. 8.

- Brian Zurla says a teacher has said it looks like there should be more **concrete type** trashcans (to match those of the stadium) by new Student Services building. Brent Reiske is going to contact Kathy Patterson about it.