

April 28th, 2016

10:30am

FSW Collegiate High Schools Meeting

Staff: Dr. Brian Botts, Matthew Catanzarite, Dr. Larry Miller

* Fire Drill Records
	+ State requested fire drill records for 2015
	+ State requires 2 drills during the first month of school and 1 each month of the school year
		- Conducted 4 fire drills, 1 code red and 1 tornado drill
	+ Needs to be filed with public safety
	+ Both collegiate high schools will have their plans reviewed and documented
		- Plans should include schedule
			* How often drills are performed, how professional development is worked into the plans
		- Could hold professional development session run by chief Parfitt for faculty and students
* Collegiate High School Graduations
	+ Lee – May 7th
		- Reception: 3:30pm – 5:00pm, ceremony 5:00pm – 7:00pm
	+ Charlotte – May 20th
		- Charlotte Harbor Event Center: 6:00pm
	+ Wear regalia (gown, no cap)
* Human Resources Presentation
	+ High schools – increased enrollment; have requested increase in professional development budget
	+ Substitute teacher wages
		- Substitute teacher becomes long-term substitute after 18 days (Lee)
		- Determine how long a substitute teacher must work before being considered long-term
	+ Effectiveness Plans
		- Due in August
		- Meg Just will send out plans as a reminder