

Faculty Advisory Committee Meeting Minutes – October 27, 2011

Bargaining Unit Members	Administrators
Jeff Ordway	Dr. Mark Newell Dr. Karma Nicolis

The First Portion of the meeting was spent discussing process and procedure. It was decided that the best way to address concerns was to have all administrators present, that way issues could be addressed more directly by the administrator who oversees those areas.

Items of concern that were sent through email were brought to the attention of the administration. They were as follows (in no particular order):

- 1) Multiple issues with cleanliness in the rooms.
 - a. There has been a shortage of custodial staff due to the fact that there are currently no substitutes available when one of our staff calls in sick, or goes on vacation. This happened last week, and the coverage on the classrooms suffered.
 - b. Dr. Newell asked Mr. Knapp to send out an email addressing the method of housekeeping being used, and to keep teachers informed in this regard.
- 2) Pep Rally Scheduling – It was suggested that having a pep rally in the middle of the day, as it was done prior, unfairly impacted the teaching in the 4th period class, putting them out of step with all other sections handled by a given teacher. Ultimately, it was decided that this matter needed much more in the way of teacher input before a decision could be reached. Potential solutions were discussed, all of which will be distributed to the staff through a survey monkey in the near future, so that we can best address this concern. This issue will be re-visited at the next meeting.
- 3) Front Marquee – the question was raised as to the status of the marquee in front of the school. The answer is that approval has been granted by the District Office to fix the marquee. By the time we leave for Thanksgiving, the company that is responsible for this will have made their initial visit to assess the scope of the repair that is necessary, and we'll know more about what the time frame is after that. This will be re-visited at the next meeting.
- 4) New Portables and PA Systems – It has been pointed out that the new portables do not currently have PA systems in place. There is no information to date as to the status of this. Dr. Newell is contacting the District Office regarding this issue, will have an update once they get back to him. PA problems in other classes will also be addressed by first determining which classrooms have problems, then creating an action plan.
- 5) Small Learning Community Collaboration days – it was pointed out that we have not had any collaboration days where we meet based upon our small learning communities, rather than in departments. After looking at the schedule, it was determined that the January faculty meeting would be the first one where we will meet as SLCs, not departments. We will then assess the outcome of meeting in this fashion to determine how often we should do it in the future.

Next meeting date is not yet set, as there will be an election later this month to add bargaining unit members to the FAC. Once that election has taken place, the meeting schedule will be created.

Respectfully submitted by: Jeff Ordway