

High School Schedule Committee
Sept. 21, 2011

In attendance: Elisabeth Bacon (SHS), Bill Bistriz (IHS), Jodi Carter (IHS), Amy Byus (IHS), Mark Buchli (LHS), Kathy Creveling (LHS), Mike DeLetis (LHS), Phil Donley (LHS), Kate Emerson (IHS), Brandon Fortier (IHS), Lisa Hechtman (SHS), Issaquah High School student, Lane Helgeson (TMCHS), Tania Issa (LHS), Liberty High School student, Ed Marcoe (TMCHS), Kelly Munn (SHS), Paula Phelps (IHS), Skyline High School student, Gretel Von Barga (SHS)

Facilitation Staff: Josh Almy, Ursula Baba, Jan Leonard, Patrick Murphy, Dennis Wright

The meeting began at 6:00pm.

Patrick Murphy, Executive Director of Secondary Education and facilitator of the committee, introduced himself and welcomed the committee members. Committee members were then asked to introduce themselves and briefly share information about the high schools they attended.

P. Murphy spoke about the purpose of the committee and its importance to the students, staff, etc. He reviewed the meeting's agenda which would include developing the group's norms, the decision making model, setting the number for a quorum and a voting threshold, as well as an overview of the scope and parameters, and the history behind the purpose for this committee. The group was also introduced to the High School Schedule Committee's page on the Issaquah School District website, where they can find meeting agendas, minutes of meetings, an email box for comments, as well as pertinent articles and data, and copies of all materials.

Committee members were asked for input to establish the group norms. After input from each member and discussion as a group, a set of norms was developed (please see attached).

The next topic of discussion was setting the parameters for what will constitute a quorum, a voting threshold, and whether voting by proxy will be allowed. Various members of the group had concerns regarding voting by proxy and the number required to constitute a quorum given the limited size of the committee, as well as how a vote would be called for. After lengthy discussion, it was proposed and approved by majority vote that the quorum for this committee will be 80 percent, no proxy or absentee votes will be permitted, and approval from fifteen (15) members is the threshold needed to move forward on issues that require a vote.

Patrick Murphy gave the group an overview of the charter, schedule of meetings, and the history behind the formation of the committee. He addressed the District's goal to create the optimal high school experience, which encompasses access, connectivity, citizenship, resiliency, and expression. It was pointed out that this matches up with the mission statements of the Issaquah School Board.

Next, P. Murphy brought the group's attention to the website link for research articles and the data to be reviewed by the next meeting. He asked the committee members to consider the following two questions:

- What exiting data or information is most relevant to me as I consider a high school schedule?
- What more do I want to know?

All committee members were invited to email their questions and concerns to Jan Leonard, Administrative Assistant to Patrick Murphy.

Meeting was adjourned at 8:30pm.