

SEHS SLT Minutes

1.11.2022

The meeting commenced at 3:02pm via Zoom.

Copies of the December meeting minutes were emailed, reviewed and approved.

Old Business

Fine Arts requested that staff be provided with expectations for when they cover another colleagues class. SLT entered into discussion about the following items:

- Teachers providing coverage should:
 - be in the classroom at the ringing of the tardy bell.
 - take attendance and report it to Mrs. Dabbs in the first 15 minutes of class.
 - read the day's plans to the students and get them on task
 - provide assistance to students
 - leave things in order to the next block coverage

SLT agreed that these items would be added to the daily coverage email in addition to adding the requirement for sub plans to the [Falcon Fundamentals](#).

New Business

SLT is requesting that SLT members read each SLT related email carefully and share pertinent information with their departments in a timely manner. The decisions made by SLT are important to communicate and while Jamie Davis sends the minutes to the entire staff, it is an SLT representatives' responsibility to follow up before and after each meeting.

Chris Cook and Jana Tasich shared an update on the Learning Hub and all that it offers Southeast students. Teachers should email Cook or Tasich with questions.

Shari Manning provided an update on Registration for the 2022-23 school year. Counselors will begin meeting with students during 2nd block February 23 and counselors will finish no later than April 29. Counselors are requesting that teachers/departments/programs create videos or presentations to advertise their courses. These are needed by Feb 14.

Parent and Student Questions / Announcements

SLT is excited to have full representation of both students and parents. Our new members include:

Student Representatives:

Senior Class President: Ansley Tobin

Student Body President: Aaliyah Moore

Parent Representatives:

Dana Reece (12th)

Patty Church (11th)

Andrea Snyder(10th)

Kristin Vaughn (9th)

It was agreed that SLT would continue with its 8:15am monthly meetings but they would be via Zoom until the district lifts meeting restrictions.

The meeting adjourned at **3:32pm**.

The next meeting will be February 1 at 8:15am via Zoom. Jamie Davis will send meeting links later.