



District SDMT Meeting Minutes

School or District	District
Date	February 13, 2017
Time	4:07 - 4:56 p.m.
Participants	<p>In attendance:</p> <ul style="list-style-type: none"> • Jill Ackerman, KTSEA Representative • Marie Crosby, Kenmore East Parent • Patrick Fanelli, Community Relations Coordinator • Korri Hall, Lindbergh Elementary School Teacher • Michael Huff, Hoover Elementary School Principal • Lynne Pernick, Edison Elementary School Teacher • Ann Morelli, PTSA President • Jennifer Morrow, Parent/Community Member • Mary Russell, Franklin Elementary School Teacher • Diane Schaefer, Holmes Elementary School Teacher • Thomas Spengler, Hoover Middle School Teacher • Peter Stuhlmiller, KTA President • Robin Zymroz, Assistant Superintendent for Instruction & Student Services and District Team Chairperson
Approval of minutes from previous meeting	n/a
Review of responsibilities/tasks from previous meeting	n/a
Agenda	<ul style="list-style-type: none"> • Welcome and Introductions • Review of District SDM Plan and Guidance Document • Individual School SDMT Reports • Build the next agenda • Adjourn
Meeting Summary	<ul style="list-style-type: none"> • The meeting began with introductions, a historical overview of Shared Decision Making in the Ken-Ton School District, and a review of the goal of the District Team: to provide oversight for the work of the school Shared Decision Making Teams (SDMTs), and to facilitate

	<p>collaboration and shared decision making throughout the district.</p> <ul style="list-style-type: none"> • The team reviewed the District Plan for School-Based Planning and Shared Decision Making and proposed changes to the plan. One of the purposes of the SDMTs – providing a venue for collaborating on school-specific concerns – was discussed. The District Team approved the plan for submission to the Board of Education with proposed revisions. • A brief overview of the 2016-17 SDMT Guidance Document was provided. It was noted that if school SDMT members were unable to reach consensus, the issue could be brought to the District Team to assist them in reaching a consensus. SDMT representatives were encouraged to bring matters and concerns to the District Team for discussion, particularly if they are of a district nature. If a matter cannot wait until the next regularly scheduled District Team meeting, it should be brought to a district representative right away. If needed, an earlier District Team meeting could be facilitated. • Each school SDMT representative provided a report on the activities of their respective SDMT. Common themes included enhancing school culture and student/staff morale. Similarities and differences in how different school teams function were noted. Ideas for promoting parent representation were discussed including scheduling meeting times that are convenient for parents and including more than 1 parent representative on the SDMT. • The team collaborated on topics for the next meeting agenda. The next meeting would include a district report-out and school report-outs.
Decision Points	<ul style="list-style-type: none"> • The District Team approved the District Plan for School-Based Planning and Shared Decision Making for submission to the Board of Education with the proposed revisions.
Responsibilities/Tasks for next meeting	<ul style="list-style-type: none"> • Kenmore East High School will upload their report to the shared drive. • Each school SDMT will ensure that it has identified 1 liaison to the District Team and 1 alternate.
Next meeting date	Monday, April 24, 4-5:30 p.m. in the Administration Building Board Room, 1500 Colvin Blvd.
Consensus Sign Off	<i>All members of the SDMT in attendance at this meeting have reached consensus on decisions recorded in these minutes.</i>