Facilitator: Carol Standefer  
Recorder: Sonja Casarez  

1. **Approve December minutes**  
   Beth Richardson made the motion to approve the December minutes. Ron Lampe seconded the motion and the minutes were approved.

2. **Student Leadership – Jacob Shelton**  
   Jacob reported that the students are very happy with the water bottle fill station and ASB would like to pay for two more to be installed throughout the building. Some ideas are: the science wing, and other B halls. ASB completed the Snowflakes for Joy project which helped out 50 families and another 120 elementary and middle school kids from our feeder schools. They are currently planning for the Winter Social along with Mr/Ms Irish and then after that, they will be working on the Unity Assembly video.  
   Jacob was asked about the new election process and replied that he thinks the ASB President should be elected and then all other positions appointed.  
   Comments on the election process:  
   - To stay above board it should be a panel of admin and teachers.  
   - What about a selection process before the election?  
   - In the past, very few students were interested in the ASB and many were running unopposed.  
   - Is there a criteria?

3. **Title IIA Professional Development Funds – Beth**  
   When we submitted the original proposal for professional development funds to support our SIP, we were expecting feedback in order to make changes. In actuality, they accepted our proposal at face value. In essence, there is PD funds for 1day/member/school improvement team to collaborate towards the scope of the school improvement plan. Only the equity team has used this so far this year. Beth went over a quick guidelines for use of these specific PD fund: 1) Avoid Fridays, 2) Email the admin team at least one week ahead of time to get approval, 3) Use Title IIA as the absence reason, 4) Within a week of your release time, email minutes or a description of what was done during that release time, 5) The time has to be used on the same date, 6) If a team is not going to use their time, let admin know as soon as possible.  
   The primary reason for the Title IIA funds is to support School Improvement Teams. However, using some flexibility, if departments want to use these funds admin can approve it but must be careful. For example, the English Department is taking a day to work on student work using common assessments and analyzing data. This contributes to the SIP with regards to goals around Smarter Balanced. In conclusion, if your department would like to use a day and you are able to frame it around the SIP, this would be an appropriate use of Title IIA funds. We can also use these for extended contracts for work done on holidays or weekends, but would be on a first come-first serve basis as this would be more costly.

4. **3 x 5 schedule Evaluation and Study – Dr. Bob**
The first scheduled committee meeting is on Saturday, Jan 23. (Sheldon still needs a parent representative.) The district has decided it is time to look at the 3X5 data next to data from other schedules. The district plans to start with this committee who will report to another group separate from the first and then finally to a committee of principals and six teachers who will, based on the data from the earlier committee findings, make the final recommendations to the Superintendent.

Questions/Comments:
- How were the members selected? *Bob is not sure how members were selected, the only wherewithal we have is to select a parent and a student.*
- It is very short notice.
- Are there any IHS teachers on this?
- Janice would like to see an IHS parent on the committee. She will talk with the IHS parent on the IHS site council; they would represent IHS as well as Sheldon.
- Voss would need to recommend a student rep.

Site Council was adjourned at 4:13 PM.