

## SLT Minutes 10.5.2021

The meeting commenced at **8:18am** in the Media Center.

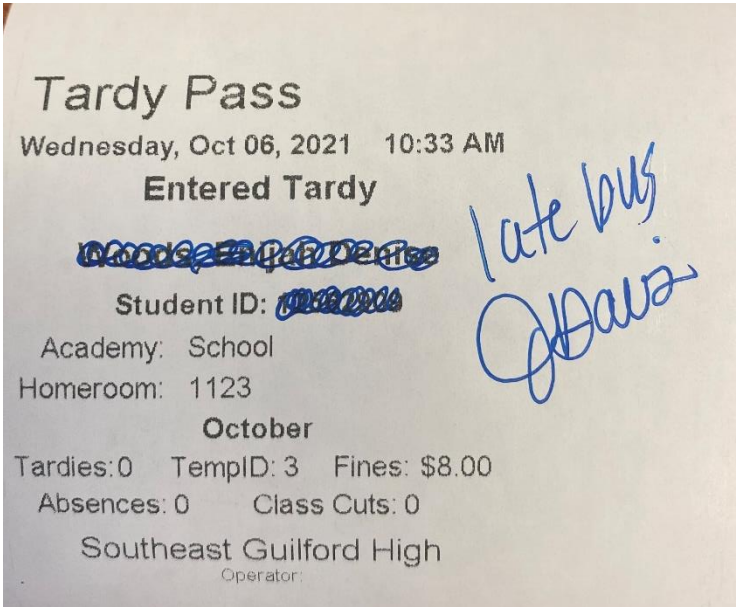
Copies of the September meeting minutes were emailed, reviewed and approved.

### Old Business

None

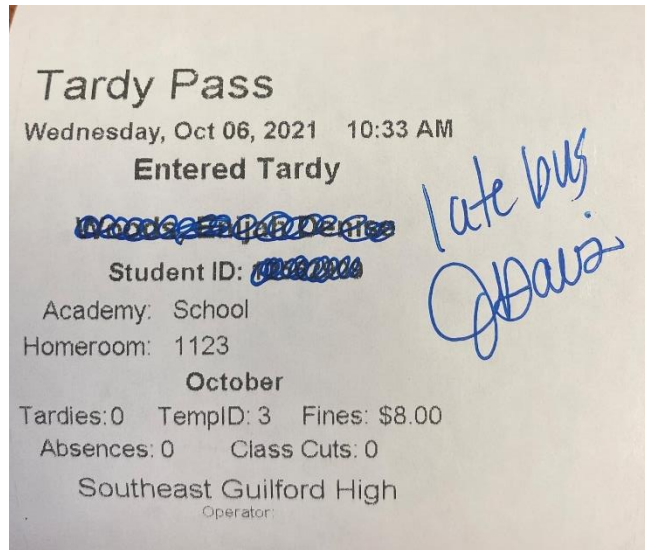
### New Business

Several departments expressed concerns about the number of students tardy each day especially to 1<sup>st</sup> block. World Languages and Science requested late bus students to receive notes. This will be accommodated as of 10.6.21 using the late slip that prints automatically once they scan their OneCard. Additionally, ALL students who come in late already receive a pass. This is a combination of the yellow unexcused tardy note or the OneCard Tardy Pass. Either way, it is signed and clearly indicates they are unexcused. The One Card Tardy Pass is being used since it prints automatically and allows the line to move much faster therefore getting kids to class quicker. Excused tardies are noted on white slips. Regardless of why a student is tardy to 1<sup>st</sup> block, they should have a note. Students who are late to 1<sup>st</sup> block and do not have a note should not be allowed into the class and should report to the attendance office for a note.

Reason for Tardy	The Tardy Note looks like...
Late Bus	

Unexcused Tardy

The OneCard system prints this pass and it will say "unex late" instead of late bus.



Or they get this yellow pass:

**Tardy/Unexcused School Arrival**  
Date: \_\_\_\_\_  
Name: \_\_\_\_\_  
Has arrived at school and does **NOT** have a note of excuse. This student has been marked as UNEXCUSED:  
\_\_\_\_\_ Tardy Time: \_\_\_\_\_  
\_\_\_\_\_ Absent Time: \_\_\_\_\_  
Thank you! *Aimee Dabbs* EXT: 1251

Excused Tardy

**Student Arrival/Early Dismissal**  
Student Name: \_\_\_\_\_  
Date: \_\_\_\_\_

**Attendance Codes**

___ 1L = Excused Tardy	___ 1E = Court
___ 1A = Medical Illness	___ 1F = Religious Observance
___ 1B = Appt (Medical/Dental)	___ 1G = Educational Opportunity
___ 1C = Funeral/Death	

Time of Arrival: \_\_\_\_\_ *Aimee Dabbs* - Attendance Ext. 1251  
Early Dismissal Time: \_\_\_\_\_ Returning: \_\_\_\_\_

**\*Student must be in class for 1/3 of the block to be counted present for the class\***

We are hoping that the OneCard system will soon communicate these tardies to PowerSchool and their 2L will be populated from their late scan.

The Science department requested that 1<sup>st</sup> block referrals due to tardies be removed from teachers and be handled directly by administrators. We will investigate this, but we are unaware of a report in PowerSchool that allows admin to see a total of tardies for a student bound by time.

Seagraves asked for each teacher to enforce the [SEHS Tardy Policy](#) which involves an administrative referral once a student reaches their 3<sup>rd</sup> tardy in a quarter. He also mentioned that late buses continue to be a problem because of the bus driver shortage coupled with absences due to COVID protocol. Mrs. Dabbs does enter 1<sup>st</sup> block tardies into PowerSchool each day but with the volume it takes time.

SLT requested a OneCard update concerning how to handle students who cover their picture. Bracy and Seagraves mentioned that many pictures are from their 6<sup>th</sup> grade so as long as a student's name is showing, its fine. Math expressed concerns about OneCard duty interfering with tutorials and Seagraves has handled this.

To improve communication from SLT, Jamie Davis will begin emailing the SLT meeting minutes to the entire staff along with the names of the SLT reps. It is important that each staff member read these minutes as decisions made directly impact all staff.

The Math Department raised concerns about the documentation of Quarantined students. Seagraves clarified that a 1D is entered in PowerSchool for attendance purposes when we are alerted to a child's quarantine status or when a child has been sent to the sick room. 1D is entered until a sick student can produce a negative test. If parents are not communicating with the school, the student is marked absent. Art asked about GCS following the health departments guidelines for symptoms and Seagraves confirmed that GCS does adhere to the same guidelines. If a kid exhibits baseline symptoms (for example, they struggle with seasonal allergies), these must be documented with the nurse for the student not to be sent home on COVID protocol.

SLT reviewed the [Jan 2021 SEHS Exam Schedule](#) and it was approved. Staff should post the exam schedule now so families can prepare.

The [School Improvement Plan 2021-22](#) was reviewed and approved by SLT. The staff will vote at the Faculty Meeting on this.

### **Parent and Student Questions / Announcements**

None

The meeting adjourned at **9:04am**.

The next meeting will be November 2 at 8:15am in the media center.