

**Site High School Committee for Start/End Times and Instructional
Minutes
March 2016**

March 2016

Site Principal
Site Athletic Director
Parent
Parent
Student
Student
Teacher
Teacher – Department Chair
Teacher

Team Members

Facilitator

Principal

Charge

- To research existing high school start/end times and the amount of instructional time at that high school.
- To examine and understand current practices and the impact of any change upon the following areas:
 - State law requirements regarding instruction minutes, content, etc.
 - Financial requirements
 - Current district class schedules
 - Student achievement data
 - Food service program issues
 - Transportation route schedules
 - Staff contract time, duties, limitations
 - Staffing requirements and budget implications
 - Specialized program needs
 - Special needs
 - International Baccalaureate®
 - Cambridge Academy®
 - AP
 - Extracurricular program schedules and needs

Procedures

- To survey staff and teachers in that high school regarding any proposed change
- To survey parents of high school students regarding key issues
- In the event of a recommended change in high school start time that could have an impact for transportation, contact the district

- To contact appropriate staff when needed for specific information, including Chief Finance Officer, Director of Human Resources, Legal, Student Services, and Operational Support

Timeline

A report and recommendation is due to the Superintendent and Governing Board by November 1, 2016.