



**ADVISORY COMMITTEE  
REGARDING HIGH SCHOOL INSTRUCTIONAL SCHEDULING  
AGENDA ITEM  
AMPHITHEATER UNIFIED SCHOOL DISTRICT NO. 10**

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**DATE OF MEETING:**      **September 13, 2016**

**TITLE:**      **Review of Committee Purpose and Charge**

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**BACKGROUND:**

At the May 23, 2016 organizational meeting of the Advisory Committee Regarding High School Instructional Scheduling, the Committee's Purpose and Charge from the Governing Board was given.

The Purpose and Charge will be reviewed to focus Committee Members on the goals of the Advisory Committee as they analyze information that has been presented, discuss options and begin formulating recommendations.

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**RECOMMENDATION:**

The Committee Purpose and Charge is presented for the Advisory Committees' review and information.

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**INITIATED BY:**

*Karen S. Gardiner*

**Karen S. Gardiner, Administrative Assistant to the Governing Board**

**Date: September 9, 2016**

*Tassi Call*

**Tassi Call, Facilitator**

*Wendy BiallasOdell*

**Wendy Biallas-Odell, Facilitator**

## **Advisory Committee Purpose and Charge**

- To research existing high school start/end times and the amount of instructional time at each high school
- To examine and understand current practices and the impact of any change upon the following areas:
  1. State law requirements regarding instructional minutes, content, etc.
  2. Financial requirements
  3. Current District class schedules
  4. Student achievement data
  5. Food Service program issues
  6. Transportation route schedules
  7. Staff contract time, duties and limitations
  8. Staffing requirements and budget implications
  9. Specialized program needs such as:
    - a. Special Needs
    - b. International Baccalaureate®
    - c. Cambridge Academy®
    - d. Advanced Placement (AP)
    - e. Career and Technical Education (CTE)
    - f. Extracurricular program schedules and needs

## **Advisory Committee Procedures**

- To survey staff and teachers in the high schools 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, survey the parents of elementary and middle school students
- To contact appropriate staff when needed for specific information, including the Chief Financial Officer, Director of Human Resources, Legal, Student Services and Operational Support

## **Advisory Committee Timeline**

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