

REGIONAL SCHOOL DISTRICT No. 17
ADMINISTRATORS MEETING AGENDA

“TRANSFORMING TEACHING AND LEARNING”

Wednesday, September 16, 2009 3:04 p.m. – 4:35 p.m., Central Office

Minutes taken by: Pamela Hensel

In Attendance: Martha Vaughn, Mike Distefano, Sharon Shettleworth, Scott Buston, Linda Kauffman, Rita Peretto, Pamela Hensel, Gary Mala, Pat Muzzulin, Eric Larson, Priscilla Luoma, Jim Downey, Miriam Wagner, Cathy Luisi, Bryan Kerachsky, Janice Harris, Neil English

ITEM

10-30 Reflection Session: *District Response Plan to H1N1*

Presenters: Linda Kauffman, District Nursing Supervisor & Gary S. Mala, Superintendent of Schools

Linda reported that H1N1 is here in the communities. Symptoms are fever higher than 100 degrees, sore throat, cough, achy. The district requires anyone with a fever to stay at home for at least 24 hours fever free without medication. Pregnant women and day care workers are still on the priority list, schools are not. Linda explained that we are supported the CDC recommendations. We are educating parents, an alert was sent to parents enforcing g healthy habits. We are suggesting they secure alternate plans for when their children are sick. Mean age for getting the flu is 25, elderly are not perceived as high risk. Local districts are comparing strategies and are preparing to behave in the same way. Engaging prevention education is a good health regime and has less to do with the flu than simply good practices. Alternate instruction is being discussed due to the numbers projected of people that could be affected 20-50%. Ensure all of your staff websites are updated. We must develop contingency plans, consider combining classrooms if needed. If we cannot provide transportation we will ask parents to drop off and pick up their children. Have teachers prepare packets of instructional material for at least a 5 day period in case they need to move to an alternative location to teach. In other words have emergency plans in place and be prepared to use them if need be. When staff calls in sick principals and health offices should ask about their symptoms, fever, cough, sore throat and track the instances (Gary and Linda will send a script for principals). Gary indicated he was going to meet with the high risk group. There was discussion about a possible PSA on Channel 18. Gary noted that the students from channel 18 were planning to interview him on Friday on the topic. Gary instructed Administrators who know of staff with significant health issues that could be at risk to let him or the health office know. Check emergency contact information for staff to be sure the information is up to date.

10-31 Reflection Session: *Conflict Resolution Session #2** (* = print materials provided)

Presenters: Gary S. Mala, Superintendent of Schools

Gary reviewed handouts for Crucial Conversations, discussing the 5 basic methods for resolving conflicts; identify conflict, acknowledge feelings, start with the heart, understand and know yourself. Gary passed out the book Crucial Conversations for administrators to read and spoke about the methods of conflict resolution they face daily. He suggested some Scenario Planning during the next meeting on this topic.

10-32 Question & Answer Session - None

10-33 Next Meeting Dates: **October 7, 2009 @ 3:00 p.m. –Full Administrative Team, Business Meeting**