1. Welcome/Introductions
   a. The group went around the room and introduced themselves

2. Establishment of Group Norms
   Following are the group norms discussed-
   - Start and end on time
   - Speak with respect towards others’ opinions
   - Don’t talk over others
   - Be open to learning
   - Meet with a purpose
   - Weigh scientific evidence as more compelling than gut reaction/ fear of change
   - Willingness to amend norms if needed

Following are the miscellaneous logistics for planning, communication and efficiency that were determined-
   - Send out agenda >24 hours in advance
   - District to provide a notetaker who is not also participating in the meeting
   - House shared docs on Google docs
   - Use Google groups
   - Use of Zoom
     - Those joining remotely log in 10-15 minutes early to check connection and sound
     - Introduce self before speaking
     - Mute self when not talking
     - Have someone read chat comments
3. **Purpose/Charge**
   In May 2018, it was determined a High School Advisory would be created, as a temporary committee pursuant to board policy BBC, to further investigate and discuss feedback from a broad cross-section of our school community. The committee will be in place for the 2018-2019 school year. The committee’s charge is to make a recommendation to our school board by January 2019 regarding implementation of a later start time at the high school level for 2019-20 school year.

4. **Review of Information**
   a. Rick shared research information. *This will be added to the google drive for your access*
   b. Anna shared the community comments/concerns (via email)
      i. “Don't change it. Working parents will have jobs ruined if it is changed. The times now are better for working parents. People need to let parents vote on it. This is not good for us. “
      ii. “People want to over baby or kids. Its best to prepare them to be expected to do what will come as adults. Letting them sleep in will just cause them to get home later start on homework later and be up later. Won't gain anything. Let them learn responsibilities now for college and working now. It will come soon and need these skills now.”
   c. Anna shared the community comments/concerns (via letter)
      Dear Lawrence School Board,
      The Lawrence Board of Education continues to study a proposal to shift the high school regular schedule from 8:05 a.m.-3:10 p.m. to 8:30 a.m.-3:35 p.m. The American Academy of Pediatrics and the American Medical Association recommend high schools start no earlier than 8:30 a.m. Their research suggests later start times and more sleep enhance high school students’ health, well-being, and school success.
      
      While this research may be true, forcing this on the high school students could have unintended side effects. Mainly, scheduling and competing in school clubs and sports, will be altered significantly. Even though all staff and students are not involved with this vital part of the school experience, there is enough involvement to warrant discussion.
      
      In order to uphold the research about the benefits of later start times, as well as support the needs of the stakeholders in afterschool activities, I encourage the Advisory Council and the Board to look at the idea of school start time choice. Dr. Robert Marzano, an educational researcher, writes about the power of choice in his book, *The Highly Engaged Classroom*. Student motivation, and in turn, their involvement with academics and activities could increase when empowered with the ability to choose the schedule that will be successful for them. Students that know that afterschool activities, employment opportunities, or community and family involvement are important to them can start
school at the original time. Students that know they would utilize the extra sleep time can choose the later time.

Staff could also benefit from the two choices. Employees that extend their days to support athletics and extracurricular events may prefer to start work at the original time. There will be others that prefer the extra minutes in the morning. However, all staff will benefit by having students in their classroom choosing to be there when they prefer.

Please consider the benefits of both high school schedules being offered as the district moves forward. The results may benefit our high school students and the community by making them healthier and successful.

Sincerely,

5. **Focus Group Plan/Additional Survey Work**
   To be discussed at the next meeting

6. **Future meeting date/time**
   The next meeting will be **July 24 from 6-7:30 pm** in the ITC Room. A calendar invite/email has been shared.