



School Start Times Committee 2019-20

AGENDA and MINUTES

Date: January 7, 2020; (6:30 - 8:00 PM)

Location: District Services Center, Community Room

Committee Members Attending: Amy Harwick, Leigh Ann Staudenmeier, Bethany Tuck

District Staff in Support: Nancianne Edwards, Dr. Lisa Hoffman, Mattias van't Hoenderdaal

Unable to Attend: Kara Diliberto, Amy Einolf, LeeAnn Haberle, Christy Micucci, Dean Wackerman, Jenn Woods

Purpose: Create a parent committee to analyze school start times and costs and make recommendations to the Board by February 1, 2020 (if there is a recommendation for 2020-21).

Meeting Objectives: Assessment of work to date and future planning
Complete survey design and one-page information sheet

Schedule [90 mins]

Time	Mins.	Activity
6:30 pm		Welcome
6:35 pm		Assessment of Work to Date and Future Planning Key Questions: <ol style="list-style-type: none">1. Given the timeline and information that other districts will not be considering any change until 2021-22, should we step back and map out our key activities for the remainder of the year?2. What should those key activities be?3. Does the small committee membership and public response indicate a lack of concern about this issue in QCSD? If so, what should we do?4. How does the committee want to approach reporting out to the Board by February 1, 2020? <p>The committee members in attendance discussed these questions. While they are not hearing much feedback from the community on the start time issue, there is a benefit to educating the community about the science and the importance of the issue. Going forward, they would like to (1) complete the survey and send it out to all stakeholders, (2) complete the one-pager for the website, (3) review available data from districts that already made a start time change to see what their outcomes are, (4) continue their work by examining the impact of some of the major options, and (5) report to the Board on their progress to date.</p>

		<p>Ms. Edwards and Dr. Hoffman also reported that the Pennridge School District Sleep and School Start Time Committee has invited Dr. Jackie Kloss and Dr. Amanda Finegold Swain to present to students, staff, and community members on January 29, 2019. The presentation, titled <i>Adolescent Sleep and School Start Times: What Do We Need to Know?</i> by Drs. Kloss and Swain is open to the public and is from 7 pm to 8 pm in the Pennridge High School Auditorium.</p>
		<p>Update/Finalize Stakeholder Survey</p> <p>Committee members reviewed the latest draft survey and made some changes. Ms. Edwards recommended adding a “sensitivity” question to the survey to get an idea of how support for an option might change based on different potential impacts. Ms. Edwards will finalize the changes the committee discussed at the meeting and find out the timeline for the BCIU to get the survey out. A two-week window for the survey to be open is recommended. An introductory e-mail including links to key articles and the state report will accompany the survey. A draft of the introductory e-mail based on the committee’s discussion will be shared with the committee for review and comments/edits prior to going out.</p>
		<p>One-Page Research Summary</p> <p>The committee also made one final change to the one-page explanation of the start time issue and then it can be posted to the QCSD website. The committee also recommended that a letter-sized version be available for printing by putting the Sources section on the back.</p>
		<p>Preparation for Report to the Board</p> <p>Committee members will attend the January 23, 2020 Board meeting to give a brief (5-10 minute) report of their work and learning to date and their planned next steps. This will also provide a public opportunity to encourage stakeholders to complete the survey, which should be available by that time. A short draft report will be prepared for committee review to include an introduction, summary of work so far, the one-page information sheet, a copy of the survey questions, and the planned next steps.</p>
		<p>Public Comment</p> <p>Candace Titus spoke to the committee to share her support for doing something to address the start time issue, and about the benefits of educating our community about the impact of early start times on our children.</p>
8:00 pm		<p>Adjourn</p>
		<p>Future Committee Meeting Dates: (6:30-8:00 PM)</p> <ul style="list-style-type: none"> Monday, January 20, 2020 - committee members will continue to hold this date in case the committee as a whole needs to convene to discuss the report to the Board. Otherwise, this meeting will be canceled and the committee will meet again once the survey has closed and we have the results to review and discuss. <p>The committee asked if Heidi could conduct a new Doodle poll of committee members to establish several committee meetings in February and March.</p>

Committee Norms:

We will start on time and end on time to be respectful of the committee members' time.

We will plan each meeting to have an agenda and clear objectives to maximize the effectiveness of our time together.

We will engage in respectful dialogue, recognizing that reasonable people may disagree on substantive issues.