

Later Start Committee
Thursday, November 3, 2016
5:30 - 7:00pm



MINUTES

Driving Question: How can a later student start time at secondary schools maximize the learning conditions of our students?



Time	Person	Item	Notes / Minutes
20 mins (5:30-5:50)	Ivan Chaidez, Asst. Superintendent Education Services	Welcome & Introductions Identify a Recorder to take notes/minutes-Michelle Stephens Time Keeper - Meeting Objectives & Process Timeline at the bottom	<ul style="list-style-type: none"> ● Today focusing on interest and options and look at data ● Review Timeline ●
5 mins (5:50-5:55)	Ivan Chaidez	Review Meeting Norms <ul style="list-style-type: none"> ● Be respectful ● Be on time ● Be present (engaged) ● Assume positive intention ● Raise hand prior to discussion ● Appreciate unique perspectives ● Address problem, not person ● Finish on time ● Focus what is best for our students ● Snacks/chocolate 	
5 mins (5:55-6:00)	Ivan Chaidez	Review October 4th Meeting Questions from Groups on October 4th	<ul style="list-style-type: none"> ● Information available on the website ● All data and resources linked below
5 mins (6:00-6:05)	Ivan Chaidez	Novato school district considers later start time - news video	

<p>20 mins (6:05-6:25)</p>	<p>Kelly Zalewski School Operations Analyst Marin Transit www.marintransit.org</p>	<p>Overview How we serve Novato students Youth Pass Program Bus Routes</p>	<ul style="list-style-type: none"> ● Who’s missing from the room? A couple of elementary principals will be joining us at the next meetings ● Marin Transit: Kelly Zalewski, school operation analyst <ul style="list-style-type: none"> ○ Main fixed routes and supplemental routes carry 460 students daily ○ Much of traffic caused by school traffic ○ Working to have bell time coordination with routes for yellow bus service ○ Staggered start/end times & consistency across district ○ Staggered start time at one site? ○ Smart Train impact? No ○ How long are the routes - would students be sitting on the bus? Approx. 15 min. ○ What are the ages of the students? Mostly High School ○ Students may buy Youth Pass/Free for income qualified ○ Can look closely at data regarding current routes (waze) to make decisions ○ Another website that you can look historic data: 511.org
<p>20 mins (6:25-6:45)</p>	<p>Group</p>	<p>Identify Working Groups Select a Group</p>	<p>Working Groups: Health & Science Research</p>

		<p>Generate Interest & Options Some Examples:</p> <p>Interest: To start school at the same time every day An Option: Start school at 8:45am everyday</p> <p>Interest: Have more time for deeper learning, activities, and project based learning An Option: Have block schedule for long class time</p> <p>Use, respond to & consider questions relevant to your group from Questions from Groups on October 4th</p> <p>Define Tasks and Next Steps for Working Group</p>	<p>Bell/Master Schedules for Middle School</p> <p>Bell/Master Schedules for High Schools</p> <p>Elementary Bell Schedules if Middle & High School Start Later</p> <p>Surveys for Students, Parents, Teachers</p> <p>Transportation/Traffic</p> <p>Before & After School Activities</p> <p>Other: ? Identify interests before options, reflect on questions, then think of next steps</p>
10 mins (6:45-6:55)	Group	Groups to Share out their progress from Google Doc	
5 mins (6:55 - 7:00)	Ivan Chaidez	Debrief, Next Steps, Adjourn	<p>Need to add: Union Rep to offer that perspective</p> <p>Parents who want students to get more sleep</p> <p>ELAC/DELAC Members</p> <p>Juniors and Seniors who we be affected by change</p>

Next Later Start Committee: Thursday, December 1st 5:30-7pm

Resources

- District Website: <http://nUSD.org/committees/later-start-committee/>
Start School Later, Inc.: <http://www.startschoollater.net/position-statements.html>
American Academy of Pediatrics Health Policy Statement: [School Start Times for Adolescents](#)
Community Twitter: [#NUSDLaterStart](#) [@NUSD1](#)
Click on Links to View:

[KPIX Channel 5 news story on Later Start](#)

[KRON Channel 4 news story on Later Start](#)

Marin IJ Newspaper story: [Marin school districts consider later start times to boost sleep](#)

Agenda & Minutes: [October 4th](#)

Process Timeline

October 4th

- Establish Norms and Meeting Guidelines
- Driving Question: Defining the Task “*The What*”
- Objective: Describe what’s going on from their perspective, let’s understand the situation and what needs to be resolved before moving to interests and options/solutions

November 3rd (Today)

- Identify Interests “*The Why*”
- Begin to look at Options/Solutions - “*The How*”
 - Data is helpful to generate options
 - Create working groups (create surveys, bring back research, etc.)

December 1st

- Begin to Evaluate all the options (One option is keep school schedules as they are)
- Begin to Reach Consensus and Commit to Agreements

January 19th

- Continue to Evaluate all the options
- Continue to Reach Consensus and Commit to Agreements
- Get feedback from stakeholders

February 16th

- Develop and recommend a plan for implementation
- Present plan(s) to different stakeholders

March 16th

- Finalize draft plan(s)
- Present draft plan to Board as a presentation on **March 21st**

March / April

- Negotiations with Union(s) if Needed

May 2nd

- Present final plan with recommendations to Board pending negotiations if needed