

**SLMC Meeting -Minutes**  
**Human Resource Services Conference Room**  
**Aug 15th, 2019 - 9:00 a.m. – 10:00 a.m.**

**Attendees:**

	Abby Derden Little		Kim Vallee
	Aaron Burton	x	Mandy Corbin
x	Chelsea Siegel		Maria Garcia
	Cody Grosskopf	x	Stacie Post-Sheffer
x	John Laughlin	x	Steve Herrington
	Karen Catalano	x	Susan Hoge

**Guests:**

<b>Item/Owner</b>	<b>Time (Mins)</b>	<b>Abbreviated Minutes</b>	<b>Next Steps</b>
Greetings – All	5	N/A	N/A
Future Overhead Lighting Changes <b>SH/JL</b>	5	Redwood Rooms A, B & C and NCSOE have been converted to LED lighting. Next to be converted to LED lighting will be the Alt Ed and Spec Ed departments. The following year will be the HR, Business and IT departments to be converted to LED lighting.	See lighting in different rooms.
Target Solutions Streamline the Process <b>SH</b>	5	There have been issues with logging into Target Solutions website for training courses. An extra day was added for Spec Ed.	Next school year, Mandated Reporter Training will be prioritized. An order of the training will be provided.
New Parking Lot Gate <b>SH</b>	5	The new parking lot gate was found to be inadvertently locked on the morning of Back to School event. Keys have been distributed to maintenance staff. Lead custodian will be notified of anticipated number of attendees for different events.	

<p>Organization Sheet SCOE</p>	<p>5</p>	<p>It was brought to the committee's attention that the "Manager's Chart" may have an emotional impact on staff and that it be recreated as an "Organizational Chart".</p>	
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<p><b>Next Meeting: Sept 19th</b></p>	<p><b>Future Items for Discussion</b></p>

*\*All meetings begin at 9:00a.m., and are held in the Human Resource Services Conference Room unless otherwise noted.*