**Heartland Elementary**

**School Community Council Meeting**

**Thursday, November 1, 2018**

**Meeting start time:** 5:07 p.m.

**Attendees:** Shelly Davis (principal,) Tiffany Smith (asst. principal,) Andrea Robinson (chair,) Kate Walker (parent,) Janiece Atwood (parent, records minutes,) Michelle Whitchurch (parent,) Glenda Roundy (faculty,) Rebecca Simons (parent,) Elizabeth Dubois (parent,) Tony Lopez (parent,) Whitney Fenech (parent)

**Welcome:** Andrea, thanks for coming to our first meeting of the year!

**Introductions:** all present introduce themselves, thank you to the 3 new parent members! 4 members on staff (1 is absent, Kate is considered 'parent' rather than employee.) SCC membership must be 2 more parents than school staff.

**Elections:** Andrea is willing to keep chair position; all agree. Janiece for secretary again-nominated by Shelly, 2nd Michelle, none oppose. Rebecca offers to be co-chair, all agree. Tony will sit in and observe this year and consider co-chair for next year.

**Meeting Schedule:** 4 meetings total-November 1st, January 3rd, March 21st (this is new date so that we don't overlap WJMS SCC schedule) and May 2nd. All dates are Thursdays.

**SCC Commitments:** Andrea- we only have 4 meetings for the year so please schedule around it to be sure that you can make it. We need our members here to vote. Some sign up on accident, misunderstanding what it is, or they change their minds. Sometimes we're unable to contact them by email, text or phone call so they fail to show up to meetings. We need to remove them as members in these instances so that we can proceed with meetings. It is a privilege to serve on our SCC by helping to make decisions about spending money effectively to benefit our school best.

**Roberts Rules of Order:** Michelle summed it up for everyone and Andrea has the copy. This is to ensure that meetings proceed effectively and fairly. Voting can only be done with a quorum-majority of members present. Nothing can be decided or voted on unless it is on the agenda; these matters can only be discussed and then 'tabled' until it's on the agenda and enough members are present to vote on the motion. It is a way to keep meetings and discussions from getting 'heated' and out of control so that they remain productive.

**Title I meeting, Schoolwide Framework & Data:** Shelly and Tiffany (and Roundy)**:** Data about interventions- looking at how we're using federal money best to make children successful in their education. The biggest shift we made last year was adding 8 Professional Development days (early-out Mondays, one/month) beginning this year and we appreciate the support of our families on this. A major problem we were having was teacher turnover. Parents want to see familiar faces at back-to-school nights, not a bunch of new teachers so we added a stipend for teachers to stick around. Now they receive $15,000.00 over a 3-year period (paid $4,000 1st year, $5,000 2nd year, $6,000 3rd year.) Originally, they were each receiving $1,500.00/year from the Title I office so this is more incentive for them to stay and break that turn-over cycle. There are lots of criteria the teachers must meet in order to receive these funds (such as make and meet goals, be observed, student engagement data, attend 4 nighttime school activities/year-such as Strong Father events, Spirit Nights, etc.) We have to change our instructional purposes because we weren't getting anywhere before. The Turn-Around program was great training for the teachers, but ended up being more busy work instead of really focusing on the kids' needs. Now, teachers are observed at least 3 times/month (observations done by one of 5 people-Shelly, Tiffany, Orla Davis, Tammy, and Lynn Doi.) They are scored by **Dibels** (reading levels,) **PBIS** (Positive Behavioral Interventions & Support-making sure the teacher is giving 5 positives to every 1 corrective per class, not individual,) and **Teacher Clarity** (skills and strategies, knowing what and why they're teaching, what kids are off-task, engaged, day-dreaming, confused, waiting for instruction, etc.) These areas are based off of data from the Turn Around Program. As a result, Heartland is really growing into a solid instructional school and our teachers are working so hard!

**Safe School Plan:** Tiffany-This is keeping the kids safe once they're at school (as opposed to the safe-walking plan getting to and from school.) The safety of our students and staff is #1 priority here so we do lots of training for the staff and the kids. Our district issued new kits and medical training materials. we do drills (up to 3/month) with no warning because they have to be very serious so that everyone knows what to do when/if this situation arises. We drill for earthquake, fire, lockout, lock-down, and intruders. For example, in a lock-down drill, all doors are locked and everyone hides out of sight and remains in complete silence until the drill is announced as over. In extreme circumstances, kids would be taken to a secondary site (location not disclosed) to meet their parents for pick-up. They would ONLY be released to parents with a picture ID. This is known as a "Reunification Plan."

Halloween is a very dangerous holiday for school and cancelling the celebrations has been considered. We could possibly do a Trunk or Treat in the evening for the community instead.

**Other business:** Boundary options A, B, and C is being discussed because of the upcoming schools in our district. Nothing is finalized yet, but will be announced November 13th. 2 options don't change anything for us, one gives us some of Riverside.

**Meeting dismissed:** 6:04 p.m.