

Centerville Junior High School

Community Council Meeting

Wednesday October 19, 2016

Agenda/Minutes

1. **Welcome (Brian Bolinder)**
2. **Approval of Minutes from Sept 21, 2016 Meeting** – Motion to approve by Amy MacKay, 2nd Karen Burbidge, Motion passed unanimously.
3. **Counselor Report (Gordon Griffiths)** – CCR's for 7th grade are ongoing. Attendance is great! This is an opportunity to build rapport with parents and students.
4. **Teacher Report (Shelly Damron, JSSC Chair)** – Conducted a survey with teachers on how they are helping students with study skills in their individual classes. (See further discussion on results later in the meeting "Study Skills Inquiry") Spencer Hansen explained that JSSC stands for Joint Staff Study Committee. They are the teacher leadership group for the school and meet Wednesdays at 7:30. They will be involved again this year in the school improvement plan process. Term ends Friday Oct. 28th
5. **Student Report (Ally Seelos)** – Have tried to do some research about costs involved for a new marquee. They tried contacting BJH via phone and in person but were unsuccessful at getting a response. Contacted Reading Elementary and their new marquee costs \$12,000. They are looking for fundraiser ideas to earn money to replace CJH marquee. Ideas were to charge for the Halloween dance or a haunted house but that won't earn much. Jenny Pitt asked how much basketball and wrestling teams make with their fundraisers. Spencer Hansen's response was that it really depends on when the fundraiser is done and how it is run. Jenny Pitt suggested a spring fun run or a bake sale/car wash as good fundraiser ideas. Amy MacKay asked about selling concessions at games. Spencer Hansen says that would require parent involvement to handle food. Discussion on how to get local business involved in helping us fund the new marquee. Brian Bolinder offered to start compiling a list of possible businesses to approach. Council discussed ideas of using the marquee to advertise for businesses who donate. Gordon Griffiths suggested selling advertising for the weekends on the marquee in advance. Spencer Hansen said this may be controversial. It was suggested that perhaps we could just hang a temporary banner under the marquee or on the school thanking businesses that helped. Amy MacKay and Jennifer Carr asked about selling sponsor banners that would be hung in the gym. Spencer Hansen said it is logistically hard to hang and remove the banners but it is possible. Council discussed ideas for using matching funds. Get businesses to match and even the district will sometimes match funds 1/3 school, 1/3 business, 1/3 district. Alice Roberts suggested that it is good to approach businesses at the end of their physical year. Spencer Hansen recommended that it is best for SBO's to contact businesses to get a better response. Jenny Pitt said that they really love their new sign at Reading Elementary. Was mentioned that there could be city restrictions on a new sign. Council also discussed the advantages of advertising for donations in the community. Lots of CJH alumni would be willing to donate, a little adds up fast!

SBO also asked for suggestions for school improvements to be submitted in a suggestion box in the office. They have received the following suggestions:

- a. Need for taller stalls in the girls bathroom in the B hall. Council feels this need should to be addressed with the district since it is a privacy issue. Jenny Pitt motioned to have Spencer Hansen address the issues related to the B-hall privacy in the Bathroom with the district. 2nd by Brook Holman. Motion passed unanimously.
 - b. Students request that paper towels be used in the bathrooms instead of the hand dryers because they don't work well. Spencer Hansen explained that hand dryers are more energy efficient, require less maintenance and reduce vandalism in the restrooms. Suggests that new hand dryers now being installed by the district do work better and a good option is to just look into what types of hand dryers work best.
 - c. Read-a-thon, Kickball with the faculty, and PJ Day on the last day before winter break were all suggested as fun ideas.
6. **2015-2016 Trust Lands Budget to Date (Spencer Hansen)** – (Reviewed Handout)
 7. **Report:**
 - a. **Teacher Trust Land Grants Approval** – \$4,000-5,000 available for teacher grants. After Oct. 1st count we will receive an additional 10% (\$6,331) in Trust Lands Funds for this year. Our initial count was low. We can choose to spend this money now or keep it for later. This amount is not on the expenditure report now but will be on for

Nov. meeting. Council chose to only use the \$4000-5000 budget set aside for teacher grants at this time and to hold on distribution of the new 10% Trust Lands Funds being distributed from the Oct. 1 count. There were several suggestions on how we can use this other money and those will be discussed at a future time. Total cost of Teacher Grants Requested was initially calculated to be \$5,849.70. Council chose to review Teacher Grand Proposals individually and to evaluate proposals based on teacher need and the cost per student per year impact of these requests.

- i. Math Department – Requesting 12 Chrome Books to help in math lab remediation classes so struggling students can use customized ALEX program. Questions were asked about the difference from Chrome Books vs other options and there's a big difference. You can get 2-3 Chrome books for the price of 1 of the other options out there (iPad). Lifespan of Chrome Books, are netbooks durable? Math Department already purchased a few last year and they are still working great. Estimated they will last 3-5 yrs. Chrome Books are not warrantied or maintained by the district. Could they use an iPad lab instead? Only 10-12 students in these classes at a time so using up a whole iPad lab isn't a good option. There are a total of 45 kids, who are not proficient in math that will be helped by using these. Spencer Hansen mentioned that Cheryl May is at this moment talking with legislatures on the hill about our implementation of ALEX. Hoping to encourage the continuation of the funding for this program. Mr. Hansen will also be meeting with the legislature in the coming weeks to encourage the continuation of this program. CJH was the 2nd highest to utilize ALEX last year! Total cost \$2029.44 (\$11/student/yr) Motion to approve Karen Burbridge, 2nd Katherine Doucette, Motion passed unanimously.
- ii. Petty & Siegel – Requesting renewal of software license used last year for writing and creating music. Used by 330 students. \$1/student/yr. Motion to approve Jennifer Carr, 2nd Karen Romrell, Motion passed unanimously.
- iii. Eric Burt - Requesting smart music subscriptions that can be used by students at school and at home. 65 students. \$437 (\$1/student/yr). Motion to approve Katherine Doucette, 2nd Karen Romrell, Motion passed unanimously.
- iv. Cynthia Odekirk – Requesting a color printer & ink cartridges. Will use to make color copy examples of the art work they are discussing in art class. Only option now is to send color copies to the office secretary. She will fund future cartridges with art fees that are collected. \$150 motion to approve by Jenn Carr, 2nd Amy MacKay, Motion passed unanimously.
- v. Anna Hillyard – Requesting scanner. Aide for parent/student support to put documents online. Can scan in the copy room but classroom scanner is more convenient. \$135 Motion to approve Jennifer Carr, 2nd Lisa Robinson, Motion passed unanimously.
- vi. Brooke Walrath – Requesting 3 iPad minis with otter box covers. Will be used in her upper level Spanish classes as Duolingo enrichment for students who finish the assigned work. They are used individually by kids. There are currently 100 students. We approved the purchase of one iPad for this use last year and it was used successfully so she wants more. iPads have 5-7yr lifespan. \$1500 total. Because of funds available for distribution the council discussed approving the purchase of only 1 additional iPad mini and otter box cover at this time. Motion to approve the purchase of 1 iPad mini and otter box \$500 Jenny Pitt, 2nd Jennifer Carr, Motion passed unanimously.
- vii. Mr. Yao – Requesting Mac Book or iPad mini for lesson planning for Chinese immersion. He is more comfortable with the Mac platforms and they are better for use with all the social media and internet resources he uses to enrich lessons and prepare tech based teaching for AP test preparation. Especially needed for his connections with China. Concern was raised that it was just a preference for teaching not a need. Spencer Hansen expressed that this is not just a convenience but that Mr. Yao has no additional department funds available to him and he needs these online resources to be able to effectively get his program up and running smoothly. Cost indirectly benefits students through better teacher preparation. Discussion was made to reconsider and hold off on Brooke Walrath's request since she has iPad minis already in order to provide the MacBook for Mr. Yao. Since there aren't enough funds at this time for both. Council discussed options and needs and proposed that at this time we approve the purchase of the iPad Mini for Mr. Yao to use for lesson planning this year and if this is insufficient then next year he can request again for the Mac Book purchase and the iPad mini can be passed on to another teacher in need. Motion to approve the purchase of an iPad mini \$500 Brooke Holman, 2nd Alice Roberts, Motion passed unanimously.

- b. Due to time Jennifer Carr motioned to table the following agenda items until the Nov meeting: Technology Integration Plan 2016-2021, 16-17 Professional Development Plan, General School Budget Advisement. 2nd Katherine Doucette. Motion was unanimously approved.
- c. **CJH Fees Collection Procedure (Spencer Hansen)** – CJH has no collection policy in place. There is a precedent that it has never been done. However, the money currently being uncollected for the current school year is \$13,000 in unpaid fees. Other schools have collection procedures. We want to give parents a reasonable time frame to bring accounts current. Once they go to VHS fees get waived so they can graduate. There have been 27 fee waivers approved this year and there are potentially twice as many out there. Have contracted with Bonneville Collections Agency to assist in collections of unpaid fees. This new procedure will be enacted at the end of this school year. Handout outlines the CJH Collection Timeline for 2016-2017. This includes all current CJH students for all fees accrued during their years at the school. There is an extended deadline for waivers & the opportunity to work out payment plans, all uncollected fees will be turned over to the Bonneville Collections on May 1st and at that point can no longer be paid through the school. Community Council members expressed concerns about the fact that it is difficult for parents to know what fees they need to pay. It is unclear on the current myDSD system what fees YOUR STUDENT needs to have paid. Spencer Hansen says that the new program will be better! Parents can also select to receive reminders about fees in their myDSD settings. Fees are posted to the myDSD accounts for payment after the first week of school when schedule changes are finished. It was asked if we can require fees to be paid to get your schedule like the high school does. That is an option. Gordon Griffiths says that not getting your schedule early can be a problem for students. It is best for them to know their schedule well in advance so they can work out any problems/concerns. Denying schedules until fees are paid may impact students where families are already disadvantaged or struggling. Currently the deficit from unpaid fees is coming out of the general school budget to cover costs. The school can no longer maintain the practice. These school funds need to be used to maintain the school. Handout with example of Math fees not covered was reviewed. Parents will be required to read and sign that they've been told about this new policy on myDSD on Nov. 1st. Council was given a copy of this Contract Example. Parents will also be receiving information in the mail about these changes. Ben Horsley motioned that the district already has similar policies for collection on school lunch fees that are not paid. This is simply bringing our school into line with collection policies already in place at the district level. There will be no fees paid by the school to the collection agency. Bonneville Collections will receive a 33% fee on all collected fees as payment. Ben Horsley motioned that we approve this new procedure. 2nd Karen Romrell, Motion was unanimously approved.
- d. **Study Skills Inquiry (Spencer Hansen)** – Handout was provided outlining the concerns that were expressed and the responses from teacher on what they are doing to help teach study skills to students. Spencer Hansen was impressed by the skills that are being taught under the departments. Language Arts is focusing on Tech Citations and there will be 2 elements of staff development for training. Social Studies is using key vocabulary terms. Math focuses on note taking skills. CTE addresses organization and time management however these skills also require reinforcement from parents. The school also helps with organization and time management through EO for all students and Study Skill for struggling students. Science still needs a focus and wants to incorporate note taking and correctly using study guides. All these skills are being imbedded in curriculum and practiced repeatedly over time. Department focuses have helped us see different skills being used in different content areas. Brian Bolinder thanked Spencer Hansen for discussing this concern with teachers. Simply making teachers aware that this is a concern is a big help! It would be good to communicate at CCR's with parents about these skills and how they are taught. Gordon Griffiths said that the counseling center also helps with organization and study skills through the trackers they use for struggling students.
- e. **Community Council Meeting Time Discussion** – Results from the survey on the meeting time was discussed. In the end there is one person that cannot attend at the current time and one person that cannot attend on the third Thursday of the month. Mr. Hansen has possible conflicts on the third Thursday and may need to move it to another week. Because there is not a time that everyone can meet and since the returning members are all able/planning to meet at the current time Brooke Holman motioned that we keep the time as currently scheduled on the Third Wednesday at 9:00, 2nd by Lisa Robinson. Ben Horsley is the new community council member that cannot meet on Wednesday but has been joining our meetings via skype. His input has been valuable and we want him to participate in our discussions. He teaches at BYU until 9:00 so cannot join in the meeting until 9:20. It was suggested that we move the start time to 9:15 so that Ben can join in without missing a large portion of the meeting. Brian Bolinder motioned that we change our start time to 9:15, 2nd Jenny Pitt, Motion was unanimously approved.

NEXT MEETING: Wednesday, November 16, 2016 @ 9:15am

Attendance: All CJH Community Council Members were present. Ben Horsley via phone.