

# Holt Elementary – Community Council Minutes

Tuesday, October 18, 2016 – 5:00-6:00 p.m.

1. Welcome and Introductions
  - a. Council Members Present: Heather Lee, Kristy Nelson, Hilaree Lowry, Kim Lund, Laura Huff
  - b. Guests Present: Kareen Chandler, PTA President; Kristen Cawley, Staff/Webmaster; Angie Day, Staff
2. Celebrations
  - a. Watch DOGS night was very successful. We had more than 60 fathers/father-figures in attendance along with over 100 students. We had staff volunteers and two volunteers from Latinos in Action.
  - b. The Rainbow Bus from the Swanson Family Foundation came and gave out prizes to students who turned in their summer reading. This was our first time working with them, and there are ways to make it go more smoothly. Mrs. Nelson welcomes the help of the community council in this endeavor.
  - c. Many of our teachers have submitted and received grants through Donors Choose. We also received a grant through the Davis Education Foundation to help in the upgrade of our computer lab for InfiniD missions.
  - d. One commendation on our Title I monitoring was our work with Latinos in Action from Clearfield High School. Mrs. Day expressed celebrated work done at the district level with Dr. Jackie Thompson to encourage some of our students to go into the education field.
3. Elect a chair and co-chair
  - a. Motion by Kristy Nelson: To elect Heather Lee as chair of the Holt Elementary Community Council. Second by Kim Lund. Motion passes.
  - b. Motion by Heather Lee: To elect Hilaree Lowry as co-chair. No second. Amended motion by Heather Lee: To elect Rebecca McClure as co-chair with Hilaree Lowry also helping with paperwork, etc. Second by Kim Lund. Motion Passes
  - c. Community Council Chair 2016-2017: Heather Lee Community Council Co-Chair 2016-2017: Rebecca McClure/Hilaree Lowry
4. Discuss and Set Monthly meetings
  - a. Council agreed to set the meetings as the 2<sup>nd</sup> Tuesday of the month from 5:15-6:15.
  - b. November meeting will need to be changed due to Election Day and SEP conferences. The November meeting date will be Tuesday, November 15 from 5:15-6:15.
  - c. 2016-2017 Meeting Dates will be as follows:
    - i. Tuesday, November 15 at 5:15 p.m.
    - ii. Tuesday, December 13 at 5:15 p.m.
    - iii. Tuesday, January 10 at 5:15 p.m.
    - iv. Tuesday, February 14 at 5:15 p.m.
    - v. Tuesday, March 14 at 5:15 p.m.
    - vi. Tuesday, April 11 at 5:15 p.m.
    - vii. Tuesday, May 9 at 5:15 p.m.
    - viii. Tuesday, June 13 time TBD (yearly wrap up)
5. Training/Video
  - a. Hilaree Lowry presented the training. Absent members should access the training at <http://www.schoolandtrust.org/wp-content/uploads/sites/32/2016/02/School-Community-Councils-2016-1.pdf>
6. Emergency Preparedness Plan

- a. The 2016-2017 updated plan was presented to council members by Hilaree Lowry. The plan is available in the office at the school. The plan is not available on the website for security reasons.
- b. Motion by Rebecca McClure: To accept the Emergency Preparedness Plan as presented. Second by Kim Lund. Motion Passes.
- c. Council members presented signed the signature page of the Emergency Preparedness plan for submission to the district.