

Kaysville Junior High School Community Council

Tuesday, September 11th, 2018 3:15 PM Room 217

Lisa Wood, Brooke Romney, Spencer Hansen, Amy Gray, Kate Niederhauser, Stacie Barney, Kent Brown, Jim Wright, Malia Roundy, Kennedy Piper, Terrie Tenney, Dawn Lyons, Jennifer Coyle, excused Nicole Carver. Community guests Astrid Kramer, Jeremy Canter

Welcome & Introduction of new Community Council Members (Lisa Wood)

Overview of Roles and Responsibilities of CC Members (Lisa Wood) Main Goal of Community Council is to develop The School Improvement Plan (working with the Administration), to oversee the trustlands funds, and to act as a liaison to other parents in the community. Mr. Hansen included information from the website concerning rule of order namely, conducting meetings and proposing motion. More about conducting Community Council will be talked about in upcoming meetings.

Approval of minutes from previous CC Meeting (May). Malia Roundy motioned for approval of minutes, Amy Gray seconded, voting was unanimous.

Counselor Report Mr. Brown informed CC about the Counseling Corner newsletter, Counselors will be in the classroom starting with 7th graders CCA, teaching about careers, time management and goal setting. Then Counselors will meet with 8th graders for college training, CCR will be starting for 8th grader to prepare a four year plan, graduation information, college readiness. Also, at Layton High a "Raising Awareness for Anxiety Class" is available. It is September 18, at 6:30.

Teacher Report (JSSC) Stacie Barney reported new technology access, she is writing a grant for new desks for her classroom. Sept 17 (Professional Day) teachers will be learning more about canvas and how to use it in the classroom and hopefully student will be using more canvas in all classrooms. Jennie Coyle said an English goal is to give kids an opportunity to retest and improve ability to test. Canvas online is a student friendly venue for that. She encourages students and parent to discuss scores by using canvas. Math is a challenge in canvas. One option for math classes would be writable laptops.

Student Report (SBO) Kennedy Piper announced Knight Trek Oct 27 for KJH Community and students. The Knight Trek 5K is to raise money for a sound system for the gym. SBO are out in the community finding sponsors for this fundraiser.

2017-2018 Trust Lands Final Budget & Accounting. Trustlands funds for 2017-18 are as follows. \$49,000.00 was spent on Salaries/Budgets, Salaries and benefit schedule were broken down on included paperwork, \$3,259.62 on Professional Development, \$7,655.00 on Equipment, and \$943.90 on technology related hardware. The total budget for 2017-18 was \$89,753.00 which leaves a carryover of \$28,403.83. Mr. Hansen questioned Community Council concerning the carryover money. His understanding from the previous administration was that funding was to be used for Robotics equipment. Prior counsel members input was that it was a "line item" and that members expected monies to be used for Robotics kits. There was not a dollar amount discussed. Mr. Hansen ask for input by next month for spending carryover funds. He reminded the counsel that full funds (entire distribution) from trustland are to be used each year and the administration needs to account for that in the final trustland report. The prior discussion of a serger for the sewing lab, but a dollar amount and what exactly was needed was never finalized and there were still questions about how it fits the SIP. Mr. Hansen stated that funded requests need to fit into the school improvement plan. He stated that there are many things a school needs but for school trustlands they need to fit the SIP. There are always needs but the purpose of this entity is to make difficult decisions about what is going to directly benefit our students. There was some confusion from prior council members as to what projects are covered under what funds. Council members suggested that prior discussion involving partnership with USU concerning funding for robotics was a Community Council item but heard no follow-up on that. Mr. Hansen referred to a document that shows what Trustlands should be spent on and what funds should not be spent on. We should be looking at that document before making decisions. That document is updated every year. Our administration is accountable to the school board to be in line with approved expenditures that fit the SIP. A parent felt that not many "needs" were presented at community council level. Mr. Hansen stated that every school is full of needs. Council members requested a copy of the SIP.

2018-2019 Preliminary Budget Accounting. Mr. Hansen reviewed this year's request of expenditures for trustlands which included salaries, professional development, Robotics Kits, equipment, and Tech related hardware. Additional salaries increased by an estimated 11,000.00. Robotics are included in the carry over at about \$350.00 each. Robotics groups will be built from beginning, intermediate, advanced and Vex competitions. There is a competition being hosted here in January to boost our program.

Reports:

Emergency Preparedness Overview and Safety Task Force Selection Dawn Lyons oversees safety. Our school has experienced

some safety changes including the vestibule on the front door. We are working on security where no one can get in unless invited. The KJH is working on a problem area of open doors in the back to the portables. A committee will be formed to work on security issues. Keycard badges that can be checked out are being considered as an option for the back doors. Key badges would be a more immediate implementation than other discussable options.

Mrs. Lyons handed out a document on the School Safety Plan. Basic information included fire drill and lock down procedures. One of our biggest drills are the lock down drills. Mrs. Lyons talked about training the staff for "Locks, lights, out of sight". When we are involved in a real crisis, for example active shooter, she suggested that Lock down might not be the only option. A parent said we already had a lock down. That information was not correct, there was not an actual lock down. A parent referred to an incident on highway 89. But the incident, according to the police was not a threat to KJH.

Mrs. Lyons explained the lockdown verses a lock out. A **lock out** situation is that no one can come in the building, but school runs as normal. KJH trains for this, except the portables. Student in portable stay in a lockdown situation separate from the main school. CC discussed prior incidences where are school has been in lock out. Teachers training will ask for review of, can you run, can you hide, or will you fight. How we will react should be thought out in advance. The idea is to know what you are capable of - Fight or Flight. Community Council Members ask if students will be directed to lock down or run. Members wanted to know when students would be directed to run. (It would be only be in a real situation not a drill). If staff hears an unannounced alarm it would be a real active scenario. Run will not be practiced but probably talked about in teacher training. Safety starts with everyone and students need to be empowered, but Mrs. Lyons wants students to be looking at adults for guidance.

Ultimately to prevent unwanted events, we need to have good relationships between the adults in the building, as well as students to students, and students to adults. Communication is essential for preventing incidences. Student tips are also invaluable in preventing incidences. Feedback is appreciated. A school-based committee will look at school safety goals. Portables in the front are particularly vulnerable because of proximity to the main road and isolation from the main building. Provisions in a classroom also need to be addressed including water, first aid, etc.

Contact Information for Council Members (Lisa Wood) Contact information was review for correction by all Council members. Members were asked to review Council elected year. Mr. Hansen encourages feeder school involvement so everyone has representation. Elections have not been by feeder schools in the past. We need to decide if we want feeder schools to have a voice and how we can increase the size of Community Council. Rules of Order say two more parents than school representatives. We have three school voting members and six community parent members. Community Council was asked to think about ways to expand our influence and involve parents, for example including specialty representatives from diversity groups.

Community Council Overview Training and Vote for Vice Chairperson (Mr. Hansen) Referencing a packet on CC Training. Community Council board members are popularly elected. It is good to have contested races, two-year terms, elected chair and vice chair. Chair has to be parent, vice has to can be either school member or parent. Stacie Barney was nominated as Vice Chairman, motion was made by Jennifer Coyle and seconded by Lisa Wood. Voting was unanimous. Mr. Hansen stress that he would make it clear that when he was asking for a motion or for advisement on CC related matters. Agenda is sent out to community. It was suggested that a summary of minutes and detailed minutes be created by the secretary. Community Council wants to know what is required for digital citizenship. It is monthly? Mr. Hansen will seek clarification on digital citizenship. Digital Citizenship has a link to State Resources. CC wants to use that as our resources if possible.

General School Budget Advisement (Mr. Hansen) General School budget advisement is a state requirement. School should seek advisement on the School Budget. What is shared with CC is taxpayer dollars waited pupil per unit, and how they are dispersed. Money at KJH is divided out into buckets where every department gets their own budget. Mrs. Barney for example used department money for writable laptops so students can see everything that is uploaded. Ms. Coyle's English funds are for classroom books and supplies. We are looking at an older building, other expenses are; the playing fields with old sprinkling systems, lockers, sound system, better air conditioning in the gym, or where ever parents meet. Mr. Hansen wants input for

money use. Kennedy's (student) assignment is to walk around the school and find something for Mr. Hansen to fix. Bathrooms are in good shape, Mr. Hansen suggested replacing interior doors for doors with windows. The numbering system of the doors upstairs is a problem for parents. Numbering of the doors currently is interior room numbers are even, exterior room numbers are odds.. Departments have to decide how they are improving school needs within a budget. Departments need to plan and save and make decisions. Some of those funds may be requested from Trustlands but other resources are also available. Tablets for the coding for a class should be purchased within department funds. CC members ask if faculty members feel like trustland is working for them? Jennie Coyle says trustland is not the first resource but is hopefully considered. Departments are trying to be frugal and but do not want to use their "entire" budget if they are planning ahead. CC would rather have an ongoing need list than needs in crisis, (last year English was funded with an essay reader, (an ongoing need.) These decisions are weighted on what is best for the most students. Structuring requests in a grant like application for trustland would help CC see if applications fit the proper use of trustlands funding. Grants will include how requests impacts students and how much use it will get. Grants require teachers to do groundwork before requesting funds. Funds from trustlands can be set aside for that purpose. Mrs. Lyons suggested presenting grants in classrooms so the students can see where the funds are going and an equal playing field is presented for all teachers. The big thing for next month is what to do with the carryover and what to do with un allocated funds. Looking at goals that measurable that are time bound. Meeting is adjourned.

Next meeting: October 9th 2018

Collin Kartner will be doing an assembly September 25 and a parent meeting Oct 15th at Farmington High School.