

**Central Davis Junior High Community Council Meeting
Minutes
February 5, 2019
4:30 p.m.
Central Davis Junior High**

In Attendance: Conducting – Kyle Roche, Chair, Parent-Member
Dr. Lori Hawthorne, Principal
Celia Larson, Vice Chair, Parent-Member
Nicole Roche, Secretary, Parent-Member
Jen Zierenberg, PTA Representative
Tobin Hagen, Parent-Member
Kelli Harrison, Parent-Member
Kathleen Peterson, Parent-Member
Jay Yahne, Parent-Member
Michelle Downard, Teacher-Member

Visitors: Amy Thompson, Administrative Intern
Wendy Haws, School Media Specialist
Courtney Hicken, Teacher

Absent: Daniela Harding, Parent-Member
Stephanie Kay, Teacher-Member

1. Welcome

The meeting began at 4:34 p.m. Chair Kyle Roche welcomed the members of the Central Davis Community Council (CDCC).

2. Approval of the January 10, 2019 Minutes

Chair Kyle Roche presented the proposed minutes for the January 10, 2019 meeting. A motion was made by Parent-Member Kelli Harrison to approve the proposed minutes. It was seconded by Teacher-Member Michelle Downard. The minutes were approved without objection.

3. SIP: Teacher Grant Proposals – Presentations

Chair Kyle Roche informed the CDCC that by the deadline eleven proposals had been submitted. He was contacted after the submission deadline about two more proposals. He asked the council to think about whether the late proposals should be considered during the teacher proposal presentations.

Wendy Haws, Library – Proposal 5

Wendy Haws is asking for approximately \$1,500.00 for new library books. These library books would be non-fiction books with an emphasis on replacing outdated biographies for 8th grade, history books for 7th grade history fair, and career books for 9th grade career fair. The books range from \$20.00 - \$30.00. Haws showed some of the outdated and less appealing books that are in the library and are not being checked out by students.

Wendy Haws, presenting on behalf of the Literacy Team – Proposal 8

The Literacy Team is asking for \$1,500.00 to build upon the Diverse Book Challenge next year. Next year, the team would like to award students that complete the challenge with a free book. The books would be purchased from Scholastic for \$2.00 or less. This year, a free t-shirt was offered. Chair Kyle Roche explained that Grant Proposal 6 was pulled because the request was for funds to purchase t-shirts, which did not qualify for funding due to strict state rules about purchases of clothing.

Courtney Hicken presenting for Special Education – Proposal 1

Special Education requests \$617.85 to purchase more Hi-Lo books for special education students. Last year, they were able to purchase some of these books with funds allotted from CDCC. These books have become a “staple” in their instruction and all the students in the program have benefited from being able to read age-appropriate books at low reading levels. However, there are not enough titles for students, especially at a low Lexile level, particularly between BR-490. The CDCC appreciated Courtney bring the Hi-Lo readers to the meeting and allowing the members to look through them.

Courtney Hicken presenting for Special Education – Proposal 3

Special Education is requesting \$1,463.80 for twenty Collections classroom textbooks for 7th grade students. These are the same textbooks that are used by the English department, and there are not enough books for any of the English teachers to have a classroom set. The Special Education reading and writing classes have upwards of 30 students in a class and only have ten to twelve textbooks, which were purchased by the district. They have tried to adapt by sharing textbooks, showing things on the screen and reading aloud, but the students are not as engaged. This would help all of the students actively participate in the class discussions, lessons, and assignments.

Courtney Hicken presenting for Special Education – Proposal 4

Special Education is requesting \$824.17 for Scholastic Magazines for the Applied Reading Class, Scope of the Language Arts class, and Applied Skills and Social Skills classes. These magazines cover many different topics such as social skills and life choices and are interesting to the students. Between the magazines and online resources, the class has access to multiple Lexile levels.

Courtney Hicken presenting for Special Education – Proposal 2

Special Education is requesting \$150.00 for a bus to take students on a field trip to a college campus. They take students to a different college campus each year. By going as the Special Education Department, they are able to have students sign up that have never considered college or thought it was out of their reach. They ask the presenters to focus on students with disabilities, they speak with students with disabilities, and departments that focus on disabilities. They are only asking for the cost of the bus so that students do not have to pay the cost and are not limited by this cost.

Anna Smith, Orchestra – Proposal 11

The orchestra needs \$3,400.00 - \$4,200.00 for more basses. They need two basses for next year. \$4,200.00 would purchase higher quality instruments that would be of much better quality.

Counseling Department – Proposal 9

The Counseling Department is asking for \$452.00 to purchase vouchers at a thrift store for student participating in the 9th grade mock interviews to purchase professional looking business attire. Many students do not have access to clothing that would help them “dress for success”. Chair Kyle Roche spoke about how much he loved this proposal, having just participated in the 9th grade mock interviews, and what a great experience it was and what a wonderful job the students did. However, he contacted the State and they informed him in no uncertain terms that this would not be approved as it was another clothing request. This proposal cannot be funded by the CDCC. Vice-Chair Celia Larson suggested she might have some outside sources that could fund this. The PTA does NOT have funding to support this this year, but might be able to consider it next year.

Counseling Department – Proposal 10

The Counseling Department is requesting \$1,187.00 for Reality Town Supplies. Reality Town is a program that allows 8th graders to experience adult life experience. Students learn valuable life experiences like how to balance a budget, plan for the future, and other adult like skills. The Special Education math teacher was able to use the Reality Town supplies to teach a lesson on Income Taxes to his 8th and 9th graders.

Math Department – Proposals 7

The Math Department is asking for \$1,570.00 for new scientific calculators and graphing calculators. Last year, funds were allocated by CDCC to purchase new calculators. Secretary Nicole Roche noted that her child, Tyler Roche, has commented multiple times how nice it is to have the new calculators for in-class work.

4. **SIP: Administration’s Funding Priorities**

Chair Kyle Roche asked Dr. Lori Hawthorne about the administration’s needs. Unfortunately, the district has not yet provided the principals with what they will need to provide. The technology refresh budget from the district will not be given out until after this meeting. Dr. Hawthorne does know that Central will need to purchase computer carts to house the laptops being provided by the district, and this will be a priority request to the council as it was for the current year’s budget.

Dr. Hawthorne would like to update some technology at Central Davis to better serve the teachers and students. There is a need for many of the rooms to have new projectors or TVs. Additionally, many of the rooms would greatly benefit from audio enhancements such as speaker systems with microphones to help students better hear teachers. There are lots of needs and requests, but she is waiting on the district’s refresh budget before asking for funds.

Last year, the CDCC had approximately \$97,000.00 with carryover to spend versus approximately \$32,000.00 in teacher grants, approximately \$30,000.00 in technology needs, and approximately \$30,000.00 for other needs, such as reading and writing tutors, Cub Club, etc. in requests. For this the year, not knowing what refresh will be, the administration preliminarily is looking at asking for approximately \$13,000.00. This excludes the audio enhancements that would run about \$1,500.00 a classroom.

5. SIP: Goals

Chair Kyle Roche reminded the Council that every expenditure has to be tied to one of the SIP goals. He asked Dr. Hawthorne if the administration had been able to make any progress with the faculty to tighten the goals she had suggested at the previous meeting. Dr. Hawthorne provided proposals of goals. These are the “bare bones” goals; the way the goals will be measured will be added in as she is able to have further talks with the faculty.

Goal 1 – Academic Success: “Over the course of the 2019-2020 school year, teachers will draft clear learning targets and collect student examples and/or draft success criteria detailing various levels of achievement for each DESK Standard”. This goal will help students know what is expected of them in each class. This will be different based on the class (English vs. math). Vice-Chair Celia Larson asked how this will affect students who have mastered it. Dr. Hawthorne hopes that eventually once students have mastered the criteria, they will be able to move towards a path of personal learning. However, at this time most teachers and students are not ready for this. Chair Kyle Roche asked how we can tie funding to this goal. Dr. Hawthorne believes it not necessary to tie funds to this particular goal, but to have the goal. Secretary Nicole Roche suggested that if funds were needed for professional development of some sort they could be tied to this goal.

Goal 2 – College and Career Ready: “93% of 9th graders will exit Central Davis Junior on track for graduation (7+ credits). 93% of all 7th and 8th graders will pass all classes.” Dr. Hawthorne decided to go with 93% as the State and Federal graduation targets are 93%. There had been discussion as to whether or not this would apply only to Core classes or should apply to all classes. Dr. Hawthorne did share her concern over the 93% goal, because on the last intervention day 30% of students were failing one or more classes. 7% of the current 9th grade class is about 25 students. 7% of current 7th and 8th grade classes would be 50 students. Under the College and Career Ready goal, the administration would ask for funding for Cub Skills and remediation programs. Previously, Central Davis was able to get Americorp tutors through a grant shared with Ogden School District. However, the State of Education may be considering applying for the grant instead. The administration may come and ask for two teacher assistants, at approximately \$19,000.00. This would cover after-school tutoring and Saturday School.

Goal 3 – Positive and Productive Life: “Central Davis Junior High School will enhance the learning opportunities for students in the classroom with continued improvements in equipment, materials, and technology to promote student engagement and participate in educational programming as measured by student engagement in courses and opportunities at CDJH.” This goal would encourage students to participate in the school community in all areas, such as electives and extracurricular.

Parent-member Tobin Hagen asked how realistic it was to meet the College and Career Ready goal. Dr. Hawthorne explained that even if the school doesn’t meet the goal, we are able to mark any progress toward goal. While there is currently no data about 7th and 8th graders passing classes, last year the council believes 94% of 9th graders exited Central Davis on track for Graduation.

6. SIP: Teacher Grant Proposals – Discussions

Chair Kyle Roche reminded the council that the teacher grant proposals presented earlier were the proposals received by the deadline. After the deadline he received two additional Teacher Grant Proposals:

Shawn Gardner, CTE – Proposal 12

Career and Technical Education is requesting \$2,05000 for Vex Robot team registration and tournaments and TSA (Technology Student Association) registration, training, and tournaments.

Christine Wolf, Band

The Band department is requesting \$22,400.00 for various instruments.

Chair Kyle Roche informed the council that both grant requests are similar to requests from these teachers that have been funded in the past. He asked the council to determine if these grants should be considered, should the applications be opened again, or denied for being late. After some discussion, the council decided ultimately that due to the limited time given by the district to formulate the SIP plan, there is not enough time to reopen the Teacher Grant Application. Additionally, with a new junior high opening nearby next year and the opportunity for teachers to move, there may be a need to set aside some funds for mini-grants for any new teachers.

At this point, it is believed that CDCC will receive \$105,000.00. With the idea that the funds divided into thirds, approximately \$35,000 could be used for teacher grants.

Parent-member Jay Yahne moved to approve the teacher grants submitted prior to the deadline as well as proposal 12 for a total of \$15,062.82 (minus proposal 9). Chair Kyle Roche asked if there were any questions. Secretary Nicole Roche asked if this included the Orchestra rate at the higher rate. It did. Vice-Chair Celia Larson asked why the council would fund the more expensive orchestra instruments and if the orchestra instruments last for any length of time. Dr. Hawthorne said that the instruments do last and they had recently had to pay to fix a damaged cello. Anna Smith, the orchestra director has a contact and the repairs were incredibly reasonable. The new instruments would be for rental for students that can't afford outside rental fees. The motion was seconded by Teacher-member Michelle Downard. The motion passed without objection.

The question was asked what the funds raised from the Halloween Concert Fundraiser are used for; are any being used to pay for instruments? The funds are split between the choir, theater, orchestra, and band. Dr. Hawthorne, said based on the expenditures she has seen so far, the funds are being used to purchase sheet music, uniforms, and such things.

There was discussion on how much to fund of the Band request. It was suggested giving the band \$15,500.00. Parent-member Tobin Hagen reminded the council that they are funding individual instruments and a blanket amount may leave only half an instrument cover.

Chair Kyle Roche offered several alternatives including partial funding of the Band request, setting up the fund for mini-grants next year and having Christine Wolf reapply then, and tabling the decision for now until the council has more information about funds for next year and Band's actual needs.

Parent-member Jay Yahne made a motion that Band provide the council with a prioritized list of instruments for the March meeting and the Band grant as well the mini-grant fund will be tabled

until then. The motion was seconded by Vice-Chair Celia Larson. The motion passed without objection.

7. **Known Issues/Items for Next Issues**

Chair Kyle Roche encouraged any council members who haven't to complete the facilities survey forwarded from the district by Dr. Hawthorne.

The next meeting will be Thursday, March 13, 2019 at 4:30 p.m.

Chair Kyle Roche asked if there were any known issues for the February meeting. The known issues will be considering the administration's funding request; tightening up goals; and reviewing the Band request, the establishment of a mini-grant fund, and any carryover to next year. Additionally, Dr. Hawthorne has accreditation information from the district.

8. **Adjournment**

Parent-member Jay Yahne made a motion to adjourn. The motion was seconded by Parent-member Tobin Hagen. The motion passed without objection. The meeting adjourned at 6:32 p.m.