

**Mueller Park Community Council Meeting  
Monday, September 23, 2019, 6:45 a.m. – 8:00 a.m.  
Minutes**

<b>Member</b>	<b>Role</b>	<b>Attending</b>
Kellie Mudrow	Principal	Yes
Elizabeth Garey	Employee	Yes
Lisa Gibson	Employee	Yes
David Phillips	Employee	Absent
Kevin Poff	Employee	Yes
Linda Vaughn	Employee	Yes
Kellianne Holt	Parent	Yes
Annie Kuehne	Parent	Yes
Heather Mackenzie-Campbell	Parent - Secretary	Yes
Michelle Nylander	Parent - Chair	Yes
Kelli Roberts	Parent	Yes
Natalie Rogers	Parent	Absent
Osmond Seangsuwan	Parent – Vice-Chair	Yes
Steven Theobald	Parent	Excused
Kristin Blanchard	PTO President/adhoc	Excused
Sunny Ford	Employee/Counselor-adhoc	

**Welcome:** Michelle Nylander welcomed everyone to the meeting.

**Introductions:** Moving around the table counterclockwise, each person in attendance told those in attendance said their name. Parents also reported the name of the elementary school their student had attended.

**Election of Vice Chair and Secretary:** Michelle Nylander explained to the committee that she served in the Vice-Chair position last year and the former Chair, Rob Hunter designated her the Chair for the 2019-2020 year. Michelle asked for volunteers for the position of Secretary and Vice Chair. Heather Mackenzie-Campbell volunteered for the Secretary position and Osmond Seangsuwan volunteered to serve as Vice-Chair. A motion for approval was made by Michelle Nylander. It was seconded by Kellianne Holt and approved by all voting members in attendance.

**Community Council Training:** Michelle discussed district training. Last year, the committee watched an introductory video from the district. Michelle will email a link to the video.

Michelle Nylander recommended council members attend the Utah State Board of Education’s Community Council training to be held at Centennial Junior High School 740 South Sunset Drive Kaysville, UT 84037, Davis District on Thursday, November 7, 2019 from 6pm to 8pm. Let Michelle Nylander know if you would like to carpool to the training. Recorded training sessions will be available online beginning October 29 at: [www.SchoolLANDtrust.org](http://www.SchoolLANDtrust.org).

**Principal's Update:** Kellie Mudrow discussed the following:

- The Emergency Preparedness Plan has been completed and parents may review, if requested. The document includes sensitive information and for that reason will not be widely distributed. Michelle Nylander, Community Council Chair's signature is required on the document, which will be obtained today. The document includes input from the Teachers' Committee, Custodian, and Kitchen Manager due to the number of students that may be in the cafeteria during an emergency. The plan also addresses aircraft due to the proximity of the school to Hill Air Force Base.
- The Davis School District Board granted a Teacher Professional Day today, September 23<sup>rd</sup>, for professional learning. The teachers will be attending instruction on the use of CANVAS and Nearpod. The Community Council approved \$3,500 for site licenses. Nearpod can be used by teachers to create lessons and lessons can be shared among teachers. There are several teachers using Nearpod and they are sharing their Nearpod knowledge with teachers and counselors.
- Midterms will be available the evening of September 30<sup>th</sup>. Parent Teacher Conferences will be held on Wednesday, October 2<sup>nd</sup> and Thursday, October 3<sup>rd</sup> from 3:30 pm to 7:00 pm in the teachers' classrooms.
- The parking lot issues at the main entrance have been resolved. There is one bus that must make two runs and once the district hires additional bus drivers this will be resolved.
- This past week the school experienced rainwater leaking through the air conditioning vents in the new addition. This has been determined to be a design flaw by school district maintenance and a repair is in the works.
- Chris Haning been directing the morning traffic in north parking lot and an administrator in the afternoon.
- The cafeteria is very crowded during lunch. Students eating outside in front of the school have been leaving a mess. If students don't pick up after themselves, they will be restricted from eating outside. There is no room for the students to eat in the 100 hall because of the congestion. The cafeteria will be more crowded because the play will be held in the cafeteria.
- Mrs. Vaughn was honored by Chevron as an Outstanding Engineering Teacher during half-time of the Royals' soccer game on Saturday, Sept. 21st. She was given a \$1,000 grant for our new Principles of Engineering course.

**Business:** The roll was passed around the table and Michelle asked for each member to indicate if receiving meeting reminders via text was alright with them. Michelle Nylander asked for a vote approving the May 2019 minutes. Kevin Poff made the motion to approve the minutes as written. The motion was seconded by Kellianne Holt and approved by all voting members in attendance. Michelle will email all members the August 2019 meeting minutes for review. One parent member requested the morning announcements be posted on the school's webpage. Principal Mudrow said she will follow-up on the matter.

**Review Current Year Goals & Land Trust Appropriations:** Kellie Mudrow, Principal, reviewed the current list of goals with the committee. Kellie reported on the use of last year's trust lands funds. She reported the end of level test levels were changed at the end of last year.

- The use of RISE was discussed including the time for test preparation and use of the system by 75,000 students at the same time. Kellie will look at 3-5-year trends for the school compared to like schools.
- The Membean company compensated the school \$1,900 and licensed all students for the 2019-2020 school year.
- Annie Kuehne asked if there were teachers that wanted to head up Vex IQ Robotic Kits. Kellie Mudrow reported she has been reaching out to Weber State University and the University of Utah to get a student to run the program as an after-school club. Heather Mackenzie-Campbell volunteered to send a contact of David Johnson, a U of U professor, that might be able to help.

**Digital Citizenship Discussion:** Michelle Nylander discussed the Netsmart Assembly and the need to get a good presenter on Digital Citizenship. The school will need to have two assemblies due to the size of the student body. A newsletter would also need to be prepared and sent to parents with resources. Kellie Mudrow would like the assembly as early as possible. The students need to learn they can't trust the person on the other end of the internet. Osmond volunteered to work with Haydn Call.

**Parent Volunteers in Classrooms:** Michelle Nylander led a brief discussion regarding parent volunteers in classrooms. Lisa Gibson indicated she would appreciate a parent volunteer. This matter needs to be carried to the next meeting.

**Visitor Parking by Main Entrance Update:** Addressed in the Principal's Update on page 2.

**Grant Writing Experience:** Michelle Nylander asked if any committee members had experience writing grants. Kellianne Holt volunteered to attend training in the district to learn about grant writing. Kellie Mudrow knows of a contact within the district and will arrange for Kellianne to get training.

**PTO Update (PTO President):** Michelle Nylander reported Kristen Blanchard, PTO President was excused from the meeting and this will be carried forward to the October 28<sup>th</sup> meeting.

**Counseling Update:** Sunny Ford said things are good. Osmond Seangsuwan offered to get rewards for Student of the Month. He would need to get 32 rewards in total.

**Next Meeting Dates:** The next three Community Council Meetings are scheduled at 6:45 am on Monday October 28<sup>th</sup>, November 25<sup>th</sup>, and December 16<sup>th</sup>.

**Adjourn:** Michelle Nylander adjourned the meeting.