

Mueller Park Jr. High Community Council  
**Minutes of Meeting**  
**August 26, 2019**  
6:45 am, Mueller Park Conference Room

**Present:** Michelle Nylander (Council Chair), Kellie Mudrow (Principal), Linda Vaughn, Kristin Blanchard, Kevin Poff, Elizabeth Garey. David Phillips and Sunny Ford arrived later in the meeting.

**Welcome & New Member Introductions:**

Michelle Nylander (Council Chair) opened the meeting and welcomed everyone. Introductions were given. There was discussion of council membership and vacant positions were identified. There are three parent positions that are currently open. Nominations for these positions will be accepted through September 6, 2019. Elections of parent council members will be held on September 13, 2019, if needed.

There was discussion about whether a quorum was present if there were fewer parent members present at a meeting. The rules available at the meeting explained the requirement that there be more parent members than faculty, but was unclear about quorum requirements. The matter would be researched in order to clarify this before the next meeting.

**Election of Vice Chair and Secretary:**

Elections of Vice Chair and Secretary were postponed until a clear quorum is present. There was unanimous agreement for this action.

**Community Council Training:**

Training opportunities were discussed. Currently, no district training has been scheduled or announced. There are two state trainings currently scheduled. Members were encouraged to attend a training session where possible. If district trainings are announced, members will be notified. Members who have attended past trainings recounted some of the things that they had learned.

**Approval of May Minutes:**

This action was also tabled until the next meeting in hopes that a clear quorum would be present.

**Principal's Update:**

Mrs. Mudrow gave an overview of the accreditation process that is scheduled for Davis District this year. She expects that Mueller Park will be selected for a visit. She then reviewed the district strategic plan with council members and explained each of the areas addressed by the plan. It was recommended that everyone be familiar with the components of the plan, and understand how all of them work together to help students do better. School visits will happen on Monday, October 7 and Tuesday, October 8, 2019. Staff, parents, and students should all be familiar with the process.

Mrs. Mudrow then explained the changes to parking, and need for more manageable bus space. After watching several visitors struggle to get to the main entrance from the lower parking lot, it was decided to reserve some of the upper parking spaces for visitors; specifically, those closest to the entrance, next to the handicapped stalls. This would be done with the understanding that cars would not be allowed into the upper lot when buses begin to arrive in the afternoon. There have been several incidents of parents trying to get cars around the buses, even when they have been told that they should wait until the buses have left. This has led to incidents where children have been in danger of being hit.

Busing needs at Mueller Park have grown enough that all of the required buses will not fit in the current bus loop. Diagonal parking was tried, but was deemed problematic when of the front buses

experienced mechanical trouble and none of the buses could exit. There are also safety and logistical problems with parking buses on the sloped curve, or down in the lower lot. The busing department also looked at parking along the curb of 1800 S, but ruled that it would be too unsafe with the amount of traffic on that road.

For the time being, some of the buses will use the North lot to pick up and drop off students. The remaining buses will line up along the curb, in a double row. Due to a shortage of bus drivers, Mueller Park has one bus that services two runs.

Mrs. Mudrow also discussed our current student growth. We are growing more than expected. New building within the boundaries, new families moving in, and two charter schools whose students are not included in district forecasts all contributed to higher than expected numbers. Mueller Park is currently 150 students over the forecast for this year.

Due to the growth, Mueller Park was given one additional portable, and was granted one additional FTE (full time staff position) just before school began. That teacher is currently roving, since all classrooms are now occupied.

### **Items Tabled Until Next Meeting:**

Review of Current Year Goals and LAND trust appropriations, Digital Citizenship discussion, and Parent Volunteers in the classroom, were all tabled until the next meeting with the expectation that there would be more parent members present.

### **PTO Report:**

Kristin Blanchard (PTO President) gave the PTO Report. They are currently involved in selling spirit t-shirts to the students. Sales have gone well, with the initial run of shirts already sold, and preorders for the next batch are underway.

### **Grant Writing:**

There was a request from some of the faculty members for someone with experience in grant writing who would be willing to help with several grant opportunities that had come up. In past years, there was a community council member who was familiar with grant writing. It has been long enough that no-one could remember who that was. A request would be made through the school communications with parents to see if anyone is available.

### **Counseling Update:**

Sunny Ford came in to give the Counseling update. She informed the council that the new counselor, Hailey Hamblin, was doing well and was a great addition to the staff. She also said that their new full-time counseling secretary was proving to be a great help to the staff and to students who came into the office. When all counselors were with students, it helps to have someone to greet them and help resolve their concerns. This year, the Counseling department will also be involved in several of the student recognition programs at Mueller Park.

There were some questions about the need for A/B schedules to be more available for students with home release, particularly since there are more of them this year. There have been incidents where parents and students were not aware of policies or protocols, particularly when there were changes such as assembly schedules, or school activities.

Efforts will be made to clarify those policies and make them more easily available on the school website.

### **Next Meeting Date:**

It was decided to continue with the meeting planned for Monday, September 23, at 6:45 am, even though it was a day of no school, since teachers will still be at work on that day.

The meeting adjourned shortly before 8:00 am.