

Central Davis Junior High Community Council Meeting

Minutes

March 12, 2020

4:30 p.m.

Central Davis Junior High

In Attendance: Conducting – Kyle Roche, Chair, Parent-Member
Dr. Lori Hawthorne, Principal
Kelli Harrison, Vice Chair, Parent-Member
Nicole Roche, Secretary, Parent-Member
Melissa Wayment, PTA Representative
Tobin Hagen, Parent-Member
Celia Larson, Parent-Member
Jana Pendleton, Parent-Member
Kathleen Peterson, Parent-Member
Michelle Downard, Teacher-Member
Spencer Hadlock, Teacher-Member

Absent: Daniela Harding, Parent-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 February 6, 2020 Minutes**

Chair Roche presented the proposed minutes for the February 6, 2020 meeting. It was noticed that an absent member was left off the minutes which required amending. A motion to approve the amended minutes was made by Vice Chair Kelli Harrison. The motion was seconded by Parent-Member Tobin Hagen. The motion passed without objection.

3. **Current LAND Trust Accounting**

Chair Roche turned the time over to Dr. Lori Hawthorne to provide a current accounting of the LAND Trust funds. Dr. Hawthorne presented raw data regarding LAND Trust expenditures as of February 6, 2020. Due to current world events (COVID-19), she was not able to compile a more detailed accounting. This will be sent to the secretary for the minutes at a later date.

NOTE: The following was provided to the secretary by Dr. Hawthorne at a later date. While not presented in this format at the March 12, 2020 CDCC meeting, this information is consistent with the raw data provided by Dr. Hawthorne at that meeting. It is provided for consistency with the prior minutes from this year.

Goal #1:

Academic Success: Over the course of the 2019-2020 school year, teachers will draft clear learning targets and collect student examples of success criteria on various levels of achievement for DESK Standards, with an emphasis in core classes.

Budget Category	Expenditures	Description	To Date
Salaries & Benefits	\$4,625.00	Stipends or substitute for teachers to collect or create exemplars/success criteria	\$0.00*
Total	\$4,625.00		

As of March 2020 four of eight departments have submitted evidence.

Goal #2:

College and Career Ready:

- 93% of ninth grade students will exit Central Davis Junior High on track for graduation (7+ credits).
- 93% of seventh and eighth graders will pass all classes.

Budget Category	Expenditures	Description	To Date
Salaries & Benefits	\$47,500.00	Cub Skills Teacher Assistants (may include AmeriCorps); Special Session Tutoring	Total encumbered for four Teacher Assistants: \$36,797.21 (Leaves \$10,702.79 for tutoring)
Transportation/Travel	\$150.00	College Campus Visit	will be May 15 or 19
General Supplies	\$23,000.00 + \$11,505.00 = \$34,505.00	Classroom supplies, subject to further CC approval	\$29,965.22 As allocated below
Total	\$82,155.00		

Mini Grant Awards	Actual to Date*
Hicken – Classroom Library (\$350)	\$348.42
Pendleton – cloudbook & cart (\$5,560)	\$5,589.00
Barber – Apple Pencil (\$90)	\$89.00
Kershaw – iPad, Apple Pencil, Apple TV (\$597)	\$583.00
Campbell – iPads, cart, Logitech crayons, iPad cases, pencil holders (\$21,500)	\$21,204.91
Counselors – Curriculum (\$930)	\$906.95
Hadlock – headphones and microphones (\$575)	\$573.04
Downard – electricity & circuits (\$400)	\$419.80
C. Gardner – field trips (\$600)	\$251.10
Starkey – calculators (\$640)	
Rabe – fetal pigs (\$480)	
Total	\$29,965.22

Goal #3

Positive and Productive Life: Central Davis Junior High will enhance the learning opportunities for students in the classroom with continued improvements in supplies, materials, experiences, and technology to promote participation in educational programming as measured by equal or increased participation in elective courses and school-sponsored opportunities.

Budget Category	Expenditures	Description	To Date
General Supplies	\$63,857.00 - \$11505.00 reallocated to Goal #2 = \$52,352.00 Adjusted to \$50,752*	Reality Town; VEX and TSA; Audio Enhancement; computer charging/storage carts; projectors, cloud books/carts; orchestra instruments; band instruments; calculators	\$50,598.51
Textbooks	\$2,945.00	Hi-Lo Books; Scholastic Magazines; Collection text	\$2,503.51
Library Books	\$3,000.00	New library books (emphasis on biography); books for Diverse Book Challenge	\$2,063.22
Total	\$56,697.00*		

*to reflect the correct amount for graphing and scientific calculators of \$1600 instead of \$3200.

Budget	Actual to Date*
\$1,200.00 for Reality Town	\$1,176.01
\$2,100.00 for Vex Robotics and TSA	\$1,212.00
\$18,000.00 for Audio Enhancement Includes Fall audio enhancement	\$18,065.31
\$1,252.00 for projectors	\$1,262.00
\$11,505.00 for Cloudbooks and computer storage/charging carts	Paid for from FY 2019 Funding (reallocated to Goal #2)
\$4,200.00 for Orchestra instruments	\$4,195.76
\$22,400.00 for Band instruments	\$23,095.43
\$1,600.00 for graphing and scientific calculators*	\$1,592.00
Total	\$50,598.51
\$1,445.00 for Hi-Lo books and Scholastic	\$1,788.13
\$1,500.00 for 7 th grade Collections classroom textbooks	\$1,506.50 (purchased 23)
Total	\$2,503.51
\$3,000 for new library books with an emphasis on biographies and diversity	\$2,063.22
Total	\$2,063.22

*Denotes an error. Actual grant amount was \$1,600 not \$3,200 as previously reported.

4. SIP Goals/Funding/Teacher Grants Discussion

Chair Roche recounted his email conversations with the district about the smaller-than-anticipated amount Central Davis Junior High will be allocated in LAND Trust funding for the

2020-2021 school year. While it is a per pupil increase, due to CDJH enrollement being down by approximately fifty students this year, CDJH will receive only a 1% increase in new LAND Trust Funds for the upcoming year.

Chair Roche turned the time over to Dr. Hawthorne to discuss the proposed SIP Goals and funding. Dr. Hawthorne presented the SIP goals for the 2020-2021 school year.

Goal #1 Academic Success: Over the course of the 2020-2021 school year, teachers will continue to work on, collect, or create any one or combination of the following as we progress towards standards based grading.

- Draft clear learning targets
- Collect student exemplars
- Draft success criteria
- Draft common formative assessments
- Create benchmarks for evidence of student learning

There will be no dedicated funding for this goal.

Goal #2 College and Career Ready:

- 93% of ninth grade students will exit Central Davis Junior High on track for graduation (7+ Credits)
- 93% course pass rate for seventh and eighth grade students

The dedicated funding for this goal will include the following:

Budget Category	Expenditures	Description
Salaries and Benefits	\$40,000.00	4 classified employees at 17.5 hours per week for remediation, tutoring, and/or mentoring
Total	\$40,000.00	

At the previous meeting, there had been a parent request for tutors. After discussion with teachers and counselors, Dr. Hawthorne felt that the best option would be to expand upon the existing mentoring program that had been previously been paid for in part by Americorp. These employees work with students to mentor, tutor, and help with remediation. She felt they could easily be re-tasked to include math tutoring. They may be mentoring less but they would reach more students. The council agreed this was the best option.

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 participation in educational programming as measured by student engagement in courses and opportunities.

There was discussion regarding the various grant requests, including both the teacher requests and the administration requests. Due to the 1% funding increase over last year and the minimal projected carryover from this year, the CDCC will not be able to fund everything. After significant discussion, the CDCC decided that due to large amount needed to supplement the Davis School District Refresh program, the bulk of requests for technology such as departmental cloud books would unfortunately not be funded this year as the school would hopefully have enough devices to meet the needs of most departments with careful scheduling. Chair Roche did caution the CDCC of the danger of using LAND Trust Funds to supplement the Refresh program in such large numbers, including that this essentially encumbers future council funds when the devices need to be replaced or means there will be devices not being refreshed. At the same time, Chair Roche acknowledged the great need the school has for the technology and the lack of viable alternative funding.

Regarding the teacher grants that were funded, many of the requests were tentatively approved with little discussion. Most of the focus of the discussion centered on the Band Program due to the costs associated with the requested items. Ultimately, the majority of the CDCC argued in favor of funding the majority of the Band Program “needs” but rejecting the “wants”, citing the excellent management and large number of students involved in the program.

The dedicated funding for this goal will include the following:

Budget Category	Expenditures	Description
General Supplies	\$33,351.86	Smart Music; Printer, paper, toner; microphone headsets; seismometer; orchestra instruments; social skill field experience; TSA/VEX; Hi-Lo Books; noise cancelling headphones with microphones; band instruments; school supplies; graphing calculators; math software; math instructional materials; 3D printers
Library Books	\$3,000.00	Library Books
Software/Technology/Hardware	\$44,948.00	Computer Refresh Supplement
Total	\$81,299.86	

A breakdown of the individual teacher grants is as follows:

Item	Cost
Band Program – Smart music subscription for each student for 1 year	\$2,212.00
CTE Department – HP Design Jet Printer, Paper, Toner for Student Use	\$2,365.87

English Department – 65 headsets with microphones	\$954.85
Science Department – Seismometer	\$1,199.34
Orchestra – Instruments for growing program	\$3,300.00
Essential Elements Class – Field Experiences for Students	\$1,000.00
TSA/VEX – registration, competition, materials	\$1,450.00
Special Education ELA – increase accessible library to struggling readers	\$800.00
English Department – Noise cancelling headphones with microphones	\$419.80
Band Program – Instruments	\$11,160.00
Counseling Department – School Supplies for Students	\$650.00
Math Department – Graphing Calculators	\$1,540.00
Math Department – Kuta Math Software	\$1,140.00
Math Department – iPads, Apple TV, Apple Pencil, Explain Everything App	\$2,660.00
CTE Department – 3D Printers	\$2,500.00
Total	\$33,351.86
Library Books	\$3000.00

A breakdown of the Computer Refresh Supplement is as follows:

Item	Cost
10 Charge and Store Carts at \$1,169 each	\$11,690.00
150 Cloud books at \$221 each	\$33,150.00
1 Staff Device at \$108	\$108
\$1,252.00 for projectors	\$1,262.00
Total	\$44,948.00

5. SIP Draft Approval

Based on the discussion, a motion was made to adopt the foregoing SIP goals and proposed budget as the CDJH 2020-21 SIP goals and LAND Trust funding by Parent-Member Celia Larson. The motion was seconded by Vice-Chair Kelli Harrison. The motion passed by roll-call vote as follows:

Kyle Roche	Yay	Daniela Harding	AB	Lori Hawthorne	Yay
Kelli Harrison	Yay	Celia Larson	Yay	Michelle Downard	Yay
Nicole Roche	Yay	Jana Pendleton	Yay	Spencer Hadlock	Yay
Tobin Hagen	Yay	Kathleen Peterson	Yay	Melissa Wayment	PTA

Chair Roche thanked the CDCC members for their participation in helping to create the SIP.

Chair Roche reminded the council that due to the way the district structured the SIP process, the “final” draft would be completed at the district’s *Learning First!* Day toward the end of the month and is normally subject to peer (school) review at that time. Dr. Hawthorne and Chair Roche are invited to represent CDJH at this meeting. Chair Roche then made a motion that the CDCC allow Dr. Hawthorne and Chair Roche to proceed to *Learning First!* with the SIP as written and discussed at the March 12, 2020 meeting and to have the CDCC’s authority to make any minor changes as needed while keeping with the spirit of what had been approved. Teacher-Member Michelle Downard seconded the motion. The motion passed without objection.

6. Known Issues/Items for Next Meeting

Known issues for the next meeting include approving the final draft of the SIP and setting the election schedule and calendar for next year. The next meeting will be held on April 9, 2020. Chair Roche proposed that due to the COVID-19 pandemic and the threat of school closures and other social distancing measures, the April 9, 2020 meeting will potentially be held virtually, but only in the event that a in-person meeting is otherwise restricted. The council concurred.

7. Adjournment

Parent-Member Nicole Roche made a motion to adjourn. The motion was seconded by Teacher-Member Michelle Downard. The motion passed without objection. The meeting adjourned at 5:54 p.m.