

## **Central Davis Junior High Community Council Meeting**

### **Minutes**

**April 8, 2021**

**4:30 p.m.**

**Central Davis Junior High**

### **REGULAR MEETING**

In Attendance: Conducting – Kyle Roche, Chair, Parent-Member  
Dr. Lori Hawthorne, Principal  
Celia Larson, Vice Chair, Parent-Member (via Zoom)  
Nicole Roche, Secretary, Parent-Member  
Marion Gorder, PTA Representative  
Daniela Harding, Parent-Member  
Michael Lambert, Parent-Member  
Jana Pendleton, Parent-Member (via Zoom)  
Rachel Cowgill, Teacher-Member  
Spencer Hadlock, Teacher-Member

Visitor: Kortnie Morgan, Teacher

#### **1. Welcome**

The meeting began at 4:32 p.m. Chair Kyle Roche welcomed the members of the Central Davis Community Council (CDCC) attending in person and virtually.

#### **2. Approval of the March 10, 2021 Minutes**

Chair Roche presented the proposed minutes for the March 10, 2021 meeting. Parent-member Daniela Harding made a motion to approve the March 10, 2021 CDCC Minutes. The motion was seconded by Dr. Hawthorne. 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 provided clarification as it was needed.

#### **Goal # 1: Academic Success:**

Over the course of the 2020-2021 school year, teachers will continue to collect or create any on 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

**LAND Trust Funding associated with this goal: \$0.00**

**Goal # 2: College & Career Ready:**

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

**LAND Trust Funding associated with this goal: \$40,000.00**

Budget Category	Expenditure	Description	To Date (3/30/21)
Salaries & Benefits	\$40,000.00	4 classified employees at 17.5 hours/week for remediation, tutoring, and/or mentoring	\$22,926.67*

\*projected year end total \$38,847.87; however, some or all of the remaining funds allocated will be used in Term 5 (summer) to assist in completion of goal due to effects of pandemic.

**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 student engagement in courses and opportunities.

**LAND Trust Funding associated with this goal: \$81,300.00**

Budget Category	Expenditure	Description	To Date (3/30/21)
General Supplies Teacher Grants	\$33,352.00	Itemized Below	\$26,229.06
<b>Description</b>	<b>Grant Amount</b>	<b>Expenditure</b>	
Wolf – Smart Music	\$2,212.00	\$2,140.00	Complete
Orth – Printer, Paper, Toner VEX Robotics <sup>1</sup>	\$2,365.87	\$1,475.43 + \$955.96 \$2,431.39	Complete
English – Microphone Headset (65)	\$954.85		Sent email 3/31/21
Science – Seismometer	\$1,199.34	\$848.96	Seismometer & cover; still need to purchase laptop
Library – Book Upgrade	\$3,000.00	\$3,409.41	Complete
Orchestra – Instruments <sup>2</sup>	\$3,300.00	\$3,300.00	Complete
C Gardner – EE Field Trips	\$1,000.00	\$348.90	iPads for virtual field trips and personalized learning; not planning to use

			remaining funds for field trip
S Gardner – TSA/VEX	\$1,450.00	\$870.00	Sent email 3/31/21
Hicken – Hi/Lo Books	\$800.00	\$795.60	Complete
Harmon – Microphone Noise Cancelling Headphones (20)	\$419.80	\$409.68	Complete
Wolf - Instruments <sup>3</sup>	\$11,160.00	\$6,487.06	Sent email 3/31/21
Counseling – School Supplies	\$650.00	\$639.17	Complete
Math – Graphing Calculators (20)	\$1,540.00		Not planning to use funds
Math –Software (4 levels)	\$1,140.00	\$832.00	Not planning to use remaining funds
Math – iPad (4), Apple TV (4), Apple Pencil (6) <sup>4</sup>	\$2,560.00	\$1,310.00	Not planning to use remaining funds
Math – Explain Everything (4)	\$100.00	\$98.89	Complete
CTE – 3D Printer <sup>5</sup>	\$2,500.00	\$2,368.00	Complete
Software/Technology/Hardware	\$44,948.00	Computer Refresh Supplement	\$44,947.95
<b>Total for Goal #3</b>			<b>\$71,177.06</b>

<sup>1</sup>Printer, etc. came in under budget; remaining grant was used to purchase VEX robotic equipment, complementary to both school courses offered and S. Gardner TSA/VEX grant

<sup>2</sup>Used \$794.45 from Orchestra to make a total purchase of \$4,094.45

<sup>3</sup>Itemized purchases as compared to request:

Requested	Purchased	Notes
	\$503.64	2 Flutes
1 Bass Amp. @ \$560.00	\$399.00	Bass amp was \$399.00
1 Oboe @ \$3,200.00	\$2,510.00	
	\$287.82	Jazz mouthpieces and ligatures
1 Tuba @ \$4,800.00	\$2,589.26	Purchased tuba, trumpet, and euphonium
	\$196.35	Vibe mallets
1 Baritone @ \$2,600.00	Not yet purchased	

<sup>4</sup>iPads are included in Computer Refresh Supplement and were not needed in this grant item

<sup>5</sup>Purchased 2 – price includes service plan, delivery, and printing medium

There are several line items where teachers have what they need and are not planning to use their remaining allocations. With respect to Mrs. Gardner's allocation, she would like to purchase additional iPads – up to 8 @ \$300.00 each – for her students. Chair Roche made a motion to reallocate the remainder of Mrs. Gardner's funds (approx. \$650.00) plus the graphing calculator allocation (\$1,540.00) and the remainder of the Math technology fund (\$1,250.00) to fund 8 additional iPads for Mrs. Gardner from the present budget. Parent-member Daniela Harding seconded the motion.

Those in favor: Dr. Hawthorne, Roches, Celia Larson, Daniela Harding, Michael Lambert, Jana Pendleton, Spencer Hadlock, Rachel Cowgill = 8 votes

Those opposed: None = 0 votes

Non-voting (due to position) = Marion Gorder

**Goal # 4: Positive and Productive Life**

Central Davis Junior High will build foundational knowledge and capacity of Social Emotional Learning (SEL) in staff by engaging in an introduction to SEL that fosters awareness and helps define what SEL means for our school community.

**LAND Trust Funding associated with this goal: \$0.00**

**4. Completion of 2021-22 TSSP (SIP) Funding Requests/Adoption of TSSP**

Chair Roche reviewed the progress and discussions that had occurred at the February 4, 2021 and March 10, 2021 CDCC meetings, including those requests which had received preliminary approval. He reminded CDCC that these approvals were still subject to amendment and not final until the TSSP was approved.

Dr. Hawthorne reviewed the proposed new goals for the upcoming year. Many are similar to the current year's goals, though there are some minor variations. The largest changes would be to (a) the College and Career Readiness goal to now include 7<sup>th</sup> and 8<sup>th</sup> graders to combat the idea that "letter grades" in those classes don't count, and (b) the Social Emotional Learning (SEL) goal to include a standardized curriculum. After discussing some of the wording, the proposed goals are as follows (with votes):

Goal 1: 93% of ninth grade students will exit Central Davis Junior High by June 30, 2022 with seven or more credits toward high school graduation. 90% of seventh and eighth grade students who fail more than two terms of year-long class will improve a failing grade to passing by engaging in teacher-directed intervention while encouraging parental involvement to be completed by June 30, 2022. [Parent-member Daniela Harding moved to approve, Chair Roche seconded, unanimous approval.]

Goal 2: The Evaluate Davis average of "evident" (or higher) ratings to personalized learning, student engagement, and/or use of technology across teaching and digital learning observation

items will increase to a point equal to or exceeding district average. [Chair Roche moved to approve, parent-member Daniela Harding seconded, unanimous approval.]

Goal 3: During the 2021-2022 school year, Central Davis Junior High will develop common formative assessments (CFA) for writing across the various content areas and train the teaching staff in writing and assessing those areas. [Parent-member Michael Lambert moved to approve, teacher-member Spencer Hadlock seconded, unanimous approval.]

Goal 4: Central Davis Junior High will strengthen knowledge and capacity of Social Emotional Learning (SEL) by incorporating a standardized curriculum in which all students will participate. [Parent-member Michael Lambert moved to approve, parent-member Daniela Harding seconded, unanimous approval.]

Moving to funding, Dr. Hawthorne reviewed changes to the proposals from the past couple of meetings, which are a result of changes in funding from other sources, including the DSD computer refresh fund. Dr. Hawthorne reminded the CDCC that these are still requests and are subject to the discussion and approval of the council. It is currently anticipated that between new funding and carryover, CDCC has funding to appropriate up to \$135,420.85 for next year:

**Administration Requests – Personnel**

Dr. Hawthorne reminded the council that it had given preliminary approval to a personnel request at the last meeting. In reviewing things since then, she realized that the request for the bilingual parent liaison probably didn't fit in well with any of the goals, and so this position is removed from the final request (although it will be funded separately by the administration as a priority):

Category	Position	Hours	Salary + Benefit
Ongoing	Cub Skills #1	3.9 hours/day	\$11,000.00
Ongoing	Cub Skills #2	3.15 hours/day	\$11,000.00
Ongoing	Mentor	3.5 hours/day	\$9,000.00
Ongoing	Math Tutor	3.5 hours/day	\$11,000.00
<b>Total Personnel Request</b>			<b>\$40,000.00</b>

**Administration Requests – Technology**

While still subject to final approval, Dr. Hawthorne reminded the council that it had given preliminary approval to the prior technology request at the last meeting. Since then, the costs had come down slightly, and she introduced the new numbers the administration was seeking:

2021-2022 Technology Request			
Supplement Refresh Program			\$21,953.67
Audio System Upgrades			\$13,732.50
<b>Total School Technology LAND Trust Request</b>			<b>\$35,686.17</b>

After calling for further discussion and receiving none, Chair Roche moved to approve the administration's requests for \$40,000.00 in personnel costs and \$35,686.17 in technology costs for a total of \$75,686.17. The motion was seconded by parent-member Michael Lambert.

Those in favor: Dr. Hawthorne, Roches, Celia Larson, Daniela Harding, Michael Lambert, Jana Pendleton, Spencer Hadlock, Rachel Cowgill = 8 votes

Those opposed: None = 0 votes

Non-voting (due to position) = Marion Gorder

### Teacher Grant Requests

Chair Roche reviewed the grant requests that had been submitted, those that had been given preliminary approval, and those that had previously been tabled.

### Grant Requests ("Needs") As Initially Received

Teacher	Brief Description	Total Amount
Wendy Haws	Library Books	\$ 3,300.00
Reta Baughman	FBLA Membership	\$ 494.00
Rachel Cowgill	Reality Town	\$ 1,067.00
Mitch McEwan	Printer & Corded Mice	\$ 550.00
Anna Smith	Orchestra Instruments	\$ 1,535.00
Kimberly Harmon	Hope Squad Supplies	\$ 2,000.00
Spencer Hadlock	AP Test Fee	\$ 95.00
Christine Wolf	iPads & Instruments	\$ 19,340.00
<b>Total Teacher Requests</b>		<b>\$ 28,381.00</b>

**Grant Requests Preliminarily Approved as of 3/10/21 (footnotes are from 3/10/21 meeting)**

Teacher	Brief Description	Total Amount
Wendy Haws	Library Books	\$ 3,300.00
Reta Baughman	FBLA Membership	\$ 494.00
Rachel Cowgill	Reality Town	\$ 2,134.00 <sup>1</sup>
Mitch McEwan	Printer & Corded Mice	\$ 550.00 <sup>2</sup>
Anna Smith	Orchestra Instruments/Replacement Strings	\$ 2,035.00 <sup>3</sup>
Kimberly Harmon	Hope Squad Supplies	\$ 2,000.00
Spencer Hadlock	AP Test Fee	----- <sup>4</sup>
Christine Wolf	iPads & Instruments	----- <sup>5</sup>
<b>Total Teacher Requests Preliminarily Approved</b>		<b>\$ 10,513.00</b>

Discussion ensued with respect to the following items: Reality Town, Library, AP Test Fees, and Band.

With respect to Reality Town, Dr. Hawthorne has confirmed since the last meeting that last year's allocation to the current year was not spent and therefore available to roll over for next year so that both next year's 8<sup>th</sup> and 9<sup>th</sup> graders would still have the opportunity to participate. As a result, the Reality Town original request of \$1,067.00 is all that needs to be funded after applying what was already allocated for this year but unable to be used.

With respect to the Library, the council felt strongly that it needed to support an increase in funding, even beyond what had been asked and granted preliminary approval. Chair Roche reported that he had anticipated this and had spoken with the school librarian to make sure she could make good use of any increase in funding, to which she responded affirmatively. Parent-member Michael Lambert made a motion to preliminarily increase the library allocation to

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<sup>1</sup> CDCC intends to award two years' worth of Reality Town for the upcoming year due to the 2020-21 Reality Town being cancelled as a result of the pandemic; this will allow for next year's 9<sup>th</sup> graders who missed it this year to also participate. The extra funding may be addressed via new funding or by carryover of the award that was granted for the current year.

<sup>2</sup> This is student-used technology which has been approved in prior years.

<sup>3</sup> As per the 2/4/21 CDCC discussion, upon Mrs. Smith identifying an additional need, CDCC preliminarily approved an additional \$500.00 at the current meeting.

<sup>4</sup> CDCC expressed interest in expanding this beyond a single student in for a single AP test. Request was tabled until March meeting to allow Teach-Member Spencer Hadlock to consult with other teachers who are involved in AP testing to determine an overall AP request and how it would be prioritized.

<sup>5</sup> CDCC tabled this request until March meeting due to time restriction on meeting and expected discussion surrounding request.

\$7,000.00, which was seconded by both Dr. Hawthorne and Vice-Chair Larson. The amended preliminary allocation was approved without objection.

With respect to the AP Testing Fees, Chair Roche, teacher-member Spencer Hadlock, and Dr. Hawthorne reviewed the prior discussion of providing \$3,500.00 of the roughly \$9,500.00 it was anticipated to cover all projected AP testing fees for next year. The council had been looking at covering approximately the neediest one-third of those testing upon developing certain scholarship parameters for eligibility to be established by a committee of AP instructors and part of the council. Any additional funding that may remain would go to the AP instructors to supplement materials in their programs/classrooms. Chair Roche made a motion to preliminarily allocate \$3,500.00 (based on free and reduced lunch numbers in the student body) to fund up to 38 students in AP testing, and if there are less than 38 students who qualify, the balance of the allocation would be split between the AP instructors to improve their resources for the courses. The motion further included the requirement that a scholarship committee be formed, including the AP instructors and an unspecified number of council members, to establish guidelines for and to administer these scholarships. The motion was seconded by Vice-Chair Larson and parent-member Michael Lambert. The amended preliminary allocation was approved without objection.

With respect to the Band request, Dr. Hawthorne reported that she had spoken with Mrs. Wolf particularly in response to the iPad request to obtain more information. If Mrs. Wolf were to get the iPads, she would use them but likely only for one period per day. Dr. Hawthorne also visited with Mrs. Viator in the Art Department, who indicated they could also be used in the art program. Secretary Nicole Roche indicated that she had also spoken with Mrs. Baughman in the CTE Department, who indicated she could make use of iPads if they were available.

Dr. Hawthorne had also asked Mrs. Wolf what she would do if the council gave her funding but not for iPads? Mrs. Wolf indicated she would instead seek to use it for larger instruments, as those are not allowed on buses due to their size; this would enable several students to have a practice instrument at home and a performance instrument at school and not have to move them back and forth. She would also use funding for SmartMusic.

Parent-member Daniela Harding moved to preliminarily allocate \$17,620.00 to Band to fund iPads and support peripherals (including styluses, cases, etc.), 240 SmartMusic subscriptions, three practice xylophones with stands, and four tutors (at \$2,800.00). Parent-member Michael Lambert seconded the motion. The preliminary allocation was approved without objection.

This resulted in preliminary approval of the following grants:

**Grant Requests Given Preliminary Approval (final version)**

Teacher	Brief Description	Total Amount
Wendy Haws	Library Books	\$ 7,000.00



Reta Baughman	FBLA Membership	\$ 494.00
Rachel Cowgill	Reality Town	\$ 1,067.00
Mitch McEwan	Printer & Corded Mice	\$ 550.00
Anna Smith	Orchestra Instruments & Replacement Strings	\$ 2,035.00
Kimberly Harmon	Hope Squad Supplies	\$ 2,000.00
Spencer Hadlock	AP Test Fee	\$ 3,500.00
Christine Wolf	iPads & Peripherals, Instruments, Tutors	\$ 17,620.00
<b>Total Teacher Allocation</b>		<b>\$ 34,266.00</b>

There was discussion of where to allocate the remaining funds of approximately \$24,000.00. Parent-member Michael Lambert suggested putting approximately \$6,000.00 more to Band to help purchase additional instruments. Dr. Hawthorne also indicated that there was the option to fund professional development activities, including stipends for writing SEL curricula and for those seeking administrative endorsement credit to administer 5<sup>th</sup> (summer) term. Dr. Hawthorne emphasized that regardless of what the council decided, she has additional funds available that could supplement some of these ideas and others.

Chair Roche addressed these competing interests. He emphasized that Mrs. Wolf has repeatedly demonstrated how carefully she uses the LAND Trust funds year after year, and how good she is at obtaining matching funds to make them go farther. Chair Roche further emphasized that he had no doubt this would continue. On the other hand, Mrs. Wolf was very specific in her “needs” and her “wants” and didn’t ask for that additional funding, even during her conversation today with Dr. Hawthorne. While Chair Roche fully supports Band receiving additional funding, he would encourage that come from other sources, and that the council make a more wide-ranging statement to support all programs and teachers by funding the professional development requests. Parent-member Michael Lambert agreed this approach made sense and withheld his anticipated motion to further supplement Band with LAND Trust funds.

Chair Roche moved to **allocate \$22,320.00 toward professional development** as outlined above, with any remaining balance to roll over to next year, and for final approval of all allocations. Parent-member Daniela Harding seconded the motion.

Those in favor: Dr. Hawthorne, Roches, Celia Larson, Daniela Harding, Michael Lambert, Jana Pendleton, Spencer Hadlock, Rachel Cowgill = 8 votes

Those opposed: None = 0 votes

Non-voting (due to position) = Marion Gorder

Chair Roche recognized the difficulties the council faced this year as it determined funding priorities. He thanked each council member for their dedication and efforts in adopting the TSSP for 2021-2022.

5. **Known Issues/Items for Next Meeting**

Chair Roche indicated that the council should know whether the Davis School Board approves or sends back the new TSSP to the council by the first part of May. Given the possibility something could be sent back to the council for further review as it was last year, and the number of remaining agenda items on the current agenda versus the late hour, Chair Roche moved to table the remaining agenda items (bylaw amendment, dress code, scheduling of elections and first council meeting of next year) until the May 6, 2021 council meeting. The motion was seconded by parent-member Daniela Harding. The motion passed without objection.

The next meeting will be held on May 6, 2021 at 4:30 p.m. in the CDJH Library.

6. **Adjournment**

Parent-member Daniela Harding made a motion to adjourn. The motion was seconded by Chair Roche. The motion passed without objection. The meeting adjourned at 6:05 p.m.

## **PARENT MEMBER MEETING**

In Attendance: Conducting – Kyle Roche, Chair, Parent-Member  
Celia Larson, Vice Chair, Parent-Member (via Zoom)  
Nicole Roche, Secretary, Parent-Member  
Marion Gorder, PTA Representative  
Daniela Harding, Parent-Member  
Michael Lambert, Parent-Member  
Jana Pendleton, Parent-Member (via Zoom)

Visitor: Dr. Lori Hawthorne, Principal

Chair Roche called the meeting to order at 6:05 p.m. He reminded the council that there was currently a vacant parent-member seat on the council due to the resignation of Kelli Harrison, but there was not quorum present last month to address the vacancy.

Chair Roche reminded the parent members that it was their responsibility to fill a mid-term vacancy; however, he questioned how successful they would be in filling the position with one meeting left in the year. He also pointed out that this position is up for election in current election cycle, which means it would remain open for only one more regularly-scheduled meeting.

Chair Roche moved to leave the seat open through the next meeting and to then let it be resolved through the current election cycle. Parent-member Daniela Harding seconded the motion. There were no objections.

Chair Roche made a motion to adjourn. Parent-member Daniela Harding seconded the motion. The motion passed without objection. The meeting adjourned at 6:07 p.m.