

WATERBURY PUBLIC SCHOOLS

Meeting Minutes

Group/Team:	Crosby High School - School Governance Council		
Location:	Virtual: Google meets	Norms Reviewed:	yes
Date of Meeting:	Thursday, January 21, 2021	Start Time:	6:00 pm
Minutes Prepared By:	Doreen Graham	Finish Time:	6:57 pm

Attendance at Meeting (list all team members present or not and guests)

	Name	Position	Signature
1.	Cathi Newmark	Interim Principal	Present
2.	Alissa Arroyo	Teacher	Present
3.	Sean Mosley	Teacher	Present
4.	Kris Spence	Teacher	Absent
5.	Karen Weinwright Staton	Teacher	Absent
6.	Maria Vilardo	Teacher	Present
4.	Wendy Byran	Parent	Absent
5.	Tisha Dauch	Parent	Absent
6.	Monica Holloway	Parent	Absent
7.	Donnalene Mitchel	Parent	Absent
8.	Angel Rosario	Parent	Present
9.	Yaritza Soto	Parent	Absent
10.	Karrgitha Williams	Parent	Absent
11.	Xavion McMillian	Student	Present
12.	Ethson Destra	Student	Present
13.	Gregory Neal	Community	Present
14.	Aisha Brown	Community Alternate for Greg Neal	Present
15.	LaTeena Bartee	Community	Present
16.	Doreen Graham	Parent Liaison	Present
17.	Attorney Maurice Mosley	Guest Speaker (Granville Academy)	Present
18.	Valita Luckett	Guest Speaker (Granville Academy)	Present

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Meeting Notes, Decisions, Issues

Meeting commenced at 6:00 p.m. Interim Principal Newmark welcomed attendees. We had 13 in attendance (1 administrator, 1 parents, 3 teachers, 2 students, 3 community, 1 other staff and 2 guest speakers.) Materials provided included meeting agenda, Granville Academy slides and Cosby Parent Distance Learning survey slides.

❖ **Recording Virtual Meetings**

Ms. Graham request team vote regarding recording meetings for minutes. Video to be deleted once minutes are completed.

❖ **Granville Academy Pre-Collegiate Programs (Grade 9-12)**

Attorney Maurice Mosley and Mrs. Valita Luckett gave an exciting overview of the new developments at Granville Academy. The educational, enrichment and mentoring program has a variety of modules to serve students and families in grades 5 – 12. Schools on board currently include Reid, Wallace, Crosby, WAMS and WCA.

- Information Session for Families - Tuesday, February 2nd
- Program will run weekly
- Mentorship program
- Modules are broken up into grade levels with specific offerings. Topics include:
 - SAT Prep
 - Financial Literacy
 - Entrepreneurship
 - STEAM
 - Health & Wellness
 - Public Speaking
 - Criminal Justice
 - Coding and more

Log on to the Granville website for more information. Both student members present are interested and will follow up with Granville registration.

❖ **Student & Community Member Election Status/New Member Introduction**

Ms. Graham updated team on election results - new student members elected 1/15/2021 are Xavion McMillian and Ethson Destra and community member is LaTeena Bartee. Also Aisha Brown from CJR who agreed to be an alternate for Gregory Neal. We now have a full team based on state guidelines. New members introduced themselves and spoke about their interest in Crosby SGC.

❖ **Parent Distance Learning Survey (1/5 - 1/18, 2021) Status**

Provided in English, Spanish and Albanian, the goal of this survey is to understand parents' experiences as they support students with distance learning. We plan to work on providing programs and resources to address parents' concerns. Eighty-one responses were received.

Mrs. Newmark shared the results on PowerPoint as follows:

1. Please rate your overall experience with Waterbury Public Schools Distance Learning Program.
 - 44.4% Very Satisfied, 34.6% Satisfied, 13.6% Dissatisfied and 7.4% Very Dissatisfied
2. Do you know how to check your child's grades and attendance?
 - 76.5% Yes, 23.5% No
3. Do you know how to contact your child's teacher or school counselor?

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- 85.2% Yes, 14.8% No
- 4. Would you be interested in learning the basics of Google Classroom if brief online tutorial sessions were offered?
 - 38.3% Yes, 34.6% No, 27.1% Maybe
- 5. What is the best way for Crosby to communicate with and provide information to you?
 - 80.2% Email, 65.4% Phone, 51.9% Parentsquare, 8.6% Crosby Website, 6.2% Social Media

Regarding questions 6 – 8 (open ended questions, only a few answers provided here the complete document available upon request)

6. What is working well with your child's education that you would like to see continued?

We received a lot of encouraging remarks from our families on this question e.g.

- Communication is great
 - Teachers dedication and commitment
 - Teachers take time to explain
 - So far almost all good
 - I'm not sure why there are so many complaints in every way. There are some teachers who are doing excellent work there are others who are doing absolutely nothing
7. What is challenging with your child's education that you would like to see improved?
- Getting him to turn his camera on for class
 - Staying focused on the computer
 - Over worked with school work. They already going through a lot of challenging times
 - Attendance
 - Time Management
8. Please share with us any other thoughts or suggestions you have on the Distance Learning model that have not already been addressed.
- There needs to be more hands on with classes for the kids to learn the proper way
 - I think that they should alternate days for students to go to school in small numbers and thus be able to discuss all kinds of doubts they have with the classes with more confidence
 - Tools to help w/Math
 - It would help if children were required to turn on their camera in morning this would force their interaction
 - Due dates on homework, some kids need extra time and help.

9. What is working well with your child's education that you would like to see continued?

- No responses were received on this question

NO Albanian responses were received on questions 6-8. Ms. Graham will request Spanish responses translated, and updated to PowerPoint. Mrs. Newmark asked for Team assistance with narrowing down our focus to 5 topics. We need to review the responses to questions 7 and 8 and submit 5 areas of parent concerns on which SGC can focus. The PowerPoint results and a google form will be provided for the answers and further discussions at our next meeting. Mr. Rosario suggested and all present agreed that we work on completing this project within the next two weeks around 2/5/2021.

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❖ **State Information re Student Membership**

Question – Regarding student members, can two members of the same household serve on the council at the same time?

Answer – Yes. A parent and a student from the same household may serve if elected.

Information re one per household is in reference to number of election ballots per household, of which one is allowed.

❖ **Parent Involvement Expenditure Status**

Our Parent Engagement Narratives has been approved, all orders are now being processed.

❖ **Parent/Student Incentives Donations**

As discussed in our previous meeting - we have the donation request letter ready. Ms. Graham requested volunteers to assist with contacting community businesses for donation of items/gift cards to be used as parent/student incentives or raffles for participating in events. Current volunteers include Mr. Rosado, Ms. Arroyo, Mr. Greg, Ms. Bartee. Volunteers were asked to provide a contact list to prevent duplicating calls and will forward donation request letter to team.

❖ **Announcements - Information provided on Parentsquare**

- Important Message from Superintendent Ruffin Re. Return to Hybrid Model: January English Update for Families: The second marking period ends on January 29th... read more: <https://www.waterbury.k12.ct.us/News/2862#sthash.BpMgsRbh.dpbs>
- Please ask students to check with their teachers to make sure assignments are up to date. There is no mid-term exams this year.
- Superintendent Ruffin's Winter Sports Update:
On Thursday, January 14, the Connecticut Interscholastic Athletic Conference (CIAC) released its Winter Sports Plan. After reviewing the plan and consulting with our Athletic Directors, the district will not resume winter sports on Tuesday, January 19 but align our sports plan with our students' return to the hybrid learning model...read more <https://www.waterbury.k12.ct.us/1/News/2865#sthash.d46TJ5KX.cdPWEgY3.dpbs>

Meeting adjourned at 6:57 p.m.

Next Steps (Include action items)						
Action			Assigned to		Due Date	
Follow up with student/parent members, guidance department, post to Parentsquare re Granville program flyer/information.			Doreen Graham			
Request English translation of Distance Survey responses/update and forward to team along with form from Mrs. Newmark			Doreen Graham			
Provide form Distance Learning project. Share survey results with Teachers			Cathi Newmark			
Narrow down responses on questions 7-8 to 5 for SGC target			All			
Email donation request letter to team/contact area businesses			Doreen Graham/Greg Neal/ Angel Rosario/LaTeena Bartee/ Alyssa Arroyo/Sean Mosley			
Prepare/distribute/post meeting minutes			Doreen Graham			
Next Meeting						
DATE	February 18, 2021		TIME	6:00 P.M.	LOCATION	Virtual
AGENDA:						
Current project updates & election of officers (Chairperson, Vice-Chairperson, Secretary)						

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Meeting Minutes guidelines:

- Publish Minutes within 48 hours of any meeting
- Minutes available to all stakeholders (e.g., binders, shared drive, e-mail, website)
- Send Minutes via email to all team members