

**MINUTES OF THE  
WARREN CENTRAL HIGH SCHOOL  
SITE BASED DECISION MAKING COUNCIL  
"REGULAR MEETING"  
Monday, September 14, 2015**

The Warren Central High School SBDM Meeting on September 14, 2015 began at 5:03 in the Conference (Room 144).

**Members present:** Mike Stevenson, Chair; Naranda Jewell, Parent; Marti Watson, Michele LeNoir, and Aaron Maples, Teachers

**Member(s) absent:** Mark Thornberry, Parent

**Visitors:** None

**CALLING MEETING TO ORDER**

Mr. Stevenson called the meeting to order at 5:03 p.m.

**APPROVAL OF AGENDA**

The agenda for the September 14, 2015 meeting was presented. Aaron Maples made a motion to adopt the agenda; Marti Watson gave a 2<sup>nd</sup> to the motion. Motion was passed and agenda adopted.

**APPROVAL OF MINUTES**

The minutes for the May 12, 2015 and May 28, 2015 were presented with disclaimer. Aaron Maples made a motion to adopt the minutes with disclaimer; Marti Watson gave a 2<sup>nd</sup> to the motion. Motion was passed and agenda adopted.

A motion was made by Marti Watson and 2<sup>nd</sup> by Naranda Jewell to approve the minutes for the August 18, 2015 meeting. Motion was passed and minutes adopted.

**PREVIOUS BUSINESS UPDATE/REVIEW**

- Difference between formative and summative assessments
  - This was an issue of some degree.
  - Are there any questions in any form? None

**NEW BUSINESS**

- Celebrations

- Leadership Group
  - Every Monday the Leadership Group meets the beginning of 2<sup>nd</sup> period.
  - Mrs. Daniels what do we look like on Mondays?
    - Mr. Stevenson shares his concerns and/or ideas.
    - He wants the Leadership Group to be on the same page so that we speak the same language.
    - The Leadership Group is the first layer. He will then share this same information with the next layer until all layers are involved.
  
- Block Party
  - Were you surprised at the attendance? All - - yes!!
  - That is a shame. That's a true reflection of our expectations.
  - It really was about how we went about the invitation - - Asking the students in the hallways on a daily basis. It was all about how we invited them.
  - Over 1,000 attended
  - Do you believe that it's important to bring people together? Yes. Why have we not been doing that all along?
  - Ms. Mollie's ("cafeteria") numbers between 1,200-1,500.
  - Do you believe anyone was appreciative? All - - yes. Were kids? All - - yes.
  - Our people are more than a score.
  
- Teacher/Student Engagement Data
  - Not only were the teacher's monitored for engagement, the administration was monitored for collecting the data from observed teachers.
  - 117 teachers were observed for engagement of teacher and student
  - FOCUS: teacher group and student group
    - Administration met as a group to monitor classrooms together to discuss similarities and/or differences - - calibration. What did you put??
    - There was lots of subjectivity?
    - What is engagement? Passively engaged? Actively engaged? Not engaged?
  - Teacher data collected:
    - Up/engaging: 89 teachers or 76.1%
    - Seated/engaging: 24 teachers or 20.5%
    - Not engaging: 4 teachers or 3.4%
      - FOCUS was on the 96.6% that were engaged NOT the 4% that was not

- Why was the teacher information written first? They are the *catalyst* of engagement. When teachers are engaged, students are engaged. It starts with them.
  - We looked at the class as a whole.
    - What is actively engaged?
      - The student looks like with (s)he is mentally engaged
      - Taking notes
      - Working as partners
      - Working in small group
      - There is this active engagement
    - What is passively engaged?
      - Well-behaved like church
      - Like Ferris Bueller's class
    - What is not engaged?
      - Head is down as a class
      - Checked out
      - Talking while everyone is working
    - What is disruption?
      - A class that look as if it were a disruption as a whole
  - Q: Will teachers ever be able to see their own data? Teachers will begin seeing their own data next week.
  - Leadership will continue to gather data, calibrate, and discuss the data. That is the heart of our work. We have a role to build teachers up and accentuate the positive things that you are doing. That's a celebration!!
  - What is the impact of the engagement? You could be engaging with a worksheet.
    - How does the engagement give us the biggest bang for our buck?
    - We can engage students and do it well.
- E.S.S. Plan - - Mr. Maples
  - Asked to take the ACT off the ESS plan
  - Goals:
    - Increase the effectiveness of ESS
    - Close the achievement gap of low performing students in specific content areas
    - Increase the number of the students to be CCR in the Class of 2016. Offer COMPASS and KYOTE
    - Maximize teacher support and involvement
    - Provide transportation
  - 2:40-4:10 on Tuesdays and Thursdays
  - E.S.S. funds available: \$23,774.99 - - to pay people/transportation
  - Possibly coordinate busses with MOSS to save money
  - Use of student tutors to save money; students placed on rotation

- College Academy students - - pay some money and some volunteer hours
  - This will still need to be Board approved.
  - The E.S.S. Plan was presented. Michele LeNoir made a motion to adopt the E.S.S. Plan; Marti Watson gave a 2<sup>nd</sup> to the motion. Motion was passed and E.S.S. Plan adopted.
- SBDM Bylaws and Policies
  - This is Bylaws and Policies review. Each member was given a copy.
  - EPSB Board and/or KASC mandatory/required policies will be made available at next meeting.
  - All mandatory policies are in there. It had to go through processes and had to be reviewed less than a year ago - - Revised and reviewed.
  - Wellness is a new policy that may need to be added.
  - Bylaws are the ways in which we operate in the Council.
  - We need to review what we have and reflect on it and ask, "Do we need a policy or not?" If yes, we talk about it and then it goes through the policy development process.
  - The Council will look at the Bylaws and Policies individually and discuss at next meeting.
  - Mr. Stevenson will bring in a sample Wellness Policy to tailor to us.
- Section 7 Request
  - This is district monies.
  - When there is a need for something in addition to its budget, Section 7 monies can be requested to meet the need.
    - This request goes before the Council.
  - Physical education program has been a little dismal for a few reasons:
    - It literally does not have any monies.
    - Our physical well-being directly impacts our cognitive potential.
  - PE department was asked to complete a needs assessment detailing what was needed.
    - The list of items was not provided but can be made available.
    - The amount needed to meet the needs of the department totals over \$7,000.
  - Mr. Stevenson made recommendation to approve the Section 7 request to the Board for the over \$7000 for sole purpose of the special education department trying to rebuild its program.
- School Finance Update
  - SBDM Allocation 2014-2015
    - Document #1: Find the VALUE: Look above it until you see \$98,412.14.

- That is the total combined Section 6 and Section 7 monies that the Board allocates to the Council to operate the school.
  - Based on last year's average daily attendance; We have 1,050 students; average attendance under 95%.
    - Attendance is important for the right reasons and for the money.
  - You don't receive \$100 per the child that you have enrolled; you get \$100 for average daily attendance.
  - We have \$98,412.14 to operate the school this school year.
  - Contingency: Carryover funds.
  - Our budget amount comes from Central Office
  - The monies should be used for the benefit of the students
  - What is Co-Curricular Activities:
    - Monies will come to take care of those areas
    - Who would this apply to? A teacher being paid a stipend or extended days
  - What is "tech related" on the budget?
    - The library and it's renovation
  - Most items will come from Regular Instruction. As much money as possible needs to be here.
  - Title I monies should not be used for food.
  - Any monies left at the end of the year will become contingency ("carryover") for next year. That's the goal.
- Title I Funds
    - How does Title I affect our budget?
    - Title I is a federal pot of monies with a lot of rules/regulations to get it.
    - Title I funds are all school that has no contingency or minimal contingency. It's a field leveler.
    - Title I funds of \$300,000 has been mainly used for staffing. The \$300,000 is used for salaries and fringe benefits.
    - You can't use it to supplant (or to use it in place of what you already have money for).
    - Title I funds are used to enrich what you already have.
  - Activity Budget
    - n/a

### PERSONNEL CONSULTATION

- Will Spalding is an Events Manager not an Asst. Athletic Director
- No questions.

## MOTION ITEMS

- E.S.S. Plan
  - The E.S.S. Plan was presented. Michele LeNoir made a motion to adopt the E.S.S. Plan; Marti Watson gave a 2<sup>nd</sup> to the motion. Motion was passed and E.S.S. Plan adopted.
  
- Dual Credit Policy
  - Second reading. This is better than the first and is more encompassing. It will still need to Board approved.
  - The Dual Credit Policy was presented for a "second" reading. Michele LeNoir made a motion to adopt the Dual Credit Policy. It was 2<sup>nd</sup> by Naranda Jewell. The motion was passed and the Dual Credit Policy was adopted.
  
- Section 7 Request
  - The Section 7 physical education department request was presented. Aaron Maples made a motion to adopt the request of the Section 7 monies from the district not our budge; Michele LeNoir gave a 2<sup>nd</sup> to the motion. Motion was passed and Section 7 Request adopted.

## AUDIENCE COMMENTS

None.

## COUNCIL QUESTIONS AND/OR COMMENTS

- What do you need as a Council member, as a mother?
- Do you need information?
- Do you have questions?
- The following is healthy for our council/organization:
  - Transparency; everything is on top of the table. We will always be better for it. If teachers have questions, answer them.

## ADJOURNMENT

There being no further business a motion to adjourn was made by Aaron Maples until our next meeting on Monday, October 12, 2015 @ 5:00 p.m. and 2<sup>nd</sup> by Michele LeNoir.



Mike Stevenson, Chairperson



Rita Daniels, Recording Secretary