



Meeting Date: January 23, 2019

Meeting Time: 4:00 P.M

Location: Roswell High School's Media Center

**Meeting Minutes**

<b>Council Member</b>	<b>Attendance</b>
Elected Parent: Amy Jewett	Yes
Elected Parent: Erika Lewis	No
Appointed Staff: Lindsey Bryan	Yes
Student: Alexis Warnock	No
Student: Claire Stovall	Yes
Principal: Dr. Robert Shaw	Yes
Elected Staff: Laura Hunter	Yes
Appointed Community: Deb Martino	Yes
Elected Staff: Lashonta Flemister	No
Elected Parent: Tony Rosenberg	Yes
Appointed Staff: Amanda Brickhouse	Yes
Appointed Community: Dylan Penick	Yes

**Guest(s) in attendance:**

Jessica Holcombe, Freddy Benschine

**Call to order: 4:02 P.M.**

**Edits to the Agenda:**

None

### **Approval of agenda**

First: Laura Hunter	Second: Dylan Penick	Approved unanimously
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### **Approval of meeting minutes: January 9, 2019**

First: Deb Martino	Second: Dylan Penick	Approved unanimously
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### **Public comment:**

- Jessica Holcombe, the SGC chair at Sweet Apple Elementary, attended today's meeting. They are trying to get the community more involved in their strategic plan. They are hoping to get their Summit counselor to host an event related to test anxiety. She was wondering if RHS would like to join in and support the event.

### **Student update:**

- Claire explained that things are going well and she has not heard anything of concern from students.

### **Principal Update:**

- Dr. Shaw wanted to discuss recent PSAT data. This may be printed for the next meeting. 988 was the mean score for our ninth graders who took the PSAT. Overall, our scores are trending in the right direction. There are so many factors that go into PSAT data. Claire explained that PSAT scores may not be accurate because this assessment is not related to a grade and some students may not take this assessment seriously. This is not a high stakes test, so interest may fluctuate.
- Dr. Shaw pulled the results from the last few years of parent and personnel surveys related school climate rating. Most of our numbers have stayed consistent. The school safety responses showed a drop. The results will be printed on paper for the next meeting.
- Both basketball teams are doing very well.
- Quick Tip App – Text 4 Help- This is the county's number that students can text if they are in need of help. The student will send a text and the student is put in touch with a crisis counselor. The school administration is also notified.
- Tomorrow is rising 9<sup>th</sup> grade parent night.
- Dr. Shaw and his team have created a committee that started as a graduation rate committee, but now it has morphed into a group that is much more than one dealing with graduation rate. The group will focus on study hall/remediation, culture, and strategies. This will require research and gathering information. The group will first collect data and then present to the administrative staff.

### **Request for Flexibility Update:**

- We approved the personal fitness waiver and the general studies course RFF.

- It was mentioned that Amy Short brought up some concerns. She was concerned about the students not completing the forms to receive these waivers. The concern is that a student will not be informed and will be expecting the waiver and then not be able to waive the class. The council all agreed that increased communication about the changes is necessary.
- Students need to understand that they need to turn in this waiver and get this done as soon as possible. They need to do it this year. The coaches have been told and they are also giving students this information. We are looking at other ways to communicate this information. We will make plans to ensure that students get the information. We will discuss this changes in advisement and communicate with parents.
- We need to turn in our post public comment forms that showed that we completed public comment.
- Math Foundations Course – We have requested feedback on the course. Freddy feels that it is not looking good for this course to be approved. We can still submit the form, but there are concerns about it. This course was not approved in the past and the outlook for future approval does not look promising.
- Other schools are trying credit repair, course extensions, etc. When they looked at kids who failed Algebra I, it was mainly due to lacking basic math skills, and for some, absences played a part. Some kids received an incomplete and then took the EOC in August. Everyone is trying different things, but with the same levels of success. Some kids still do not have the basic math skills needed to be successful in Algebra I.
- Professional Learning Days: We are approved for four days. We will be doing 3 ½ days. We will be aligning these days to the feeder schools. These days are not official until the calendar is officially approved: Aug 30, Oct 16- 1/2 day, Feb 14, March 16.
- We are already approved for the same number of professional learning days /RFF days as we have had in the past.

#### **SGC Announcements:**

- The updated link to the online committee training will be posted soon.
- SGC Elections- Information needs to be given to the teachers regarding SGC elections. It has been a struggle to get parents and teachers to get excited about being part of the SGC. The Communication team plans to increase communication on social media for parents to learn about SGC elections.
- Feb 4<sup>th</sup> - 20<sup>th</sup> must declare candidacy for SGC elections

#### **Communication and Outreach Committee Update:**

- 7 new business partners
- Added several new faith-based churches as partners
- Partners in Education event –attended
- Donated Food for the French exchange student banquet
- CBI Homecoming
- Provided gift certificates from Publix for the turkeys at Thanksgiving
- Northside Hospital -donated recovery beds

- Fresh Market - orchestra students performed

#### **Budget and Finance Committee Update:**

- The board is facing a deficit for next year. It's important to understand that we will have a 10% carryover for next year. We will have access to seed fund dollars by July 1<sup>st</sup>. We will wait and see what the dollar amount will actually be and the overall budget will be recalculated. We need to ask as many questions and details and report back to the SGC
- The committee presented at the most recent faculty meeting. We explained that we would be sending an e-mail regarding elections and the flexible funding. We need to set a timeline for this and discuss when we would like the forms for flexible funding to be returned.
- Amy Jewett mentioned that she would like to have a list of ideas for flexible funds by the end of April.

#### **Strategic Flexible Funding Update:**

- The liaison position is bureaucratically difficult to achieve. The sign is approved and we are now in the process of contracting and bidding will now happen.
- We are trying to get quotes from people to cover translation services.
- We will have more numbers in the next meeting to prioritize our plans for the funding.
- Amy – Faculty Surveys – We need to put together some questions for the faculty related to the strategic plan. We would like to get a baseline for how teachers feel about taking on additional leadership roles and the empowerment that they feel within the school community.

#### **Strategic Plan Indicators Review and Discussion:**

- More to come on the strategic plan indicators. Amy has asked several members of the staff to put together some numbers. We will have more of these numbers for the next meeting

#### **Agenda Items for Next SGC Meeting:**

- Freddy will let us know how many people have declared candidacy.

**Next meeting date:** February 27, 2019

**Adjourn at: 5:00 P.M.**

First: Dylan Penick	Second: Deb Martino	Approved unanimously
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# Roswell High School Exceptional Council Score Card

School Name:  
Date:

Roswell High School  
1-Oct-18

Standards	Measurement	Benchmark Needed:	Measures	Meets Criteria? (Yes or No)
Clarity	Tracking progress on "plan"	Y=1 pt	Posting completed monitoring tool in fall with updates on elements expected to be done by now (based on indication on tool of when things are expected/ due)	
		Y=1 pt	Posting completed monitoring tool in spring with updates on elements expected to be done by now (based on indication on tool of when things are expected/ due)	
	Allocate resources strategically	Y=1 pt	Postive response on monitoring tool for a) checkbox of council indicating Y/N they allocate resources strategically, and b) open response follow up to explain how they did this	
		Y=1 pt	Budget approved by deadline	
Culture	Council members are highly trained	Y=1 pt	100% of members completed orientation training (including chairs completing chair orientation training)* -see note about SY18-19	Yes
		Y=1 pt	Council is represented at 2 additional training opportunities	Yes
	Council members are engaged	Y=1 pt	Held 6 council meetings (with at least 5 members at each)	Yes
		Y=1 pt	X % of survey responded often or always to engagement question (with at least 8 responses to survey overall)	
Communication	Council effectively communicates to stakeholders	Y=1 pt	Pass the revised website audit, where 80% of appropriate documents and materials are present.	Yes
		Y=1 pt	X% of stakeholders agree or strongly agree to question on SP2022 Family survey related to how informed they are of SGC work	
	Council provides opportunities for the public to engage	Y=1 pt	Hosts at least 1 meeting with public comment per semester (as reported on monitoring tool)	Yes
		Y=1 pt	Includes at least 2 additional modes of opportunities for public to engage (including email on website)	Yes



# Strategic Funding FY 2019

## Planner

As of October 25, 2018

### Budget Summary

Estimated Budget	\$70,000.00
Proposal List Total \$	78,400
Remaining Cash	(\$8,400.00)

### Proposal List

Item	SP Category	Initiative	Qty	Cost Estimate	Sub-total	Notes
<b>In Cue</b>						
Levine Presentation	Community Collaboration	Community Champions	1	\$ 18,000.00	\$ 18,000	15,000 + travel (Begin discussions with feeders)
Credit Recovery Support Lab	Student Achievement	Credit Recovery	900	\$ 28.00	\$ 25,200	30 hours/week x 30 weeks
<b>Completed</b>					\$ -	
ESOL Extra Learning (Lab/Teacher/Snack)	Student Achievement	Credit Recovery	1	\$ 30,000.00	\$ 30,000	Moving forward
Translation Headsets	Community Collaboration	Parent University	30	\$ 130.00	\$ 3,900	Approved for FY18 funds
USA Test Prep Expansion	Student Achievement	Positive Progress	4	\$ 325.00	\$ 1,300	Approved for FY18 funds
Hispanic Liaison Outreach	Community Collaboration	Parent University	1	\$ 25,000.00		Moving forward (spent \$25K from FY18 funds)
Freshman NHI Study Hall and Professional	Student Achievement	Positive Progress	1	\$ -	\$ -	PLC - pilot has started
AED (Defibrillator)	Fiscal Responsibility	Management	1			Shaw will provide from op budget
Projector bulbs	Fiscal Responsibility	Management	75			Shaw will provide from op budget
Restroom clean up	Fiscal Responsibility	Positive Progress			\$ -	Included in School's physical update (RHS SPLOST)
Student survey	People and Culture	Effective Communication	1	\$ -	\$ -	To be Completed 18-19 school year
<b>Denied</b>						
Troutwein Presentation to Teachers	Community Collaboration	Community Champions	1	\$ 1,000.00	\$ -	Donation (cannot be funded through SGC, will need another funding mechanism)
Angst Viewing with Moderator	Community Collaboration	Parent University	1	\$ 1,000.00	\$ -	Donation (cannot be funded through SGC, will need another funding mechanism)

**Strategic Plan Monitoring Tool (Year 1)**  
**Roswell High School**

Student Achievement		Outcome	Baseline (Yr. 1)	Evidence of Progress	Date	Results	Notes
Initiatives	Credit Recovery & Repair Program	93% of students will graduate within four years	88%	Purchased a school registrar position, Offer ESOL extra learning lab	10/16/2018		Critical actions for this row are: Offer Credit Repair program for students who fail core subjects between a 65-69 Offer extended credit repair for students who fail Algebra 1 or Geometry with a 55-69 Offer 2nd semester trailer course for students with 55 in 1st semester Algebra 1 or Geometry Increase capacity of credit recovery lab
	Complete Hornet Experience	80% of students will complete either academic pathways, work-based learning or TAG internships	Baseline (Yr. 2)				Discuss better outcome measure. Our critical actions in this row are promoting pathways to middle school students and during course registration, and Standards Mastery Framework. Can you give us an update on these, please?
	Positive Hornet Progress	65% of 10th grade students will meet the College & Career Readiness Benchmark on the PSAT	??	Offer 9th grade NHI study hall	10/16/2018		Our critical actions for this row are PSAT/SAT professional development "train the trainer" and then delivered to PLCs, incorporate PSAT review in units of study.
People & Culture		Outcome	Baseline (Yr. 1)	Evidence of Progress	Date	Results	
Initiatives	Effective Communication	Increase the percentage of families and students who would recommend Roswell High School as a place to attend school to a family member or friend.	??% recommend	Filled communications manager position, Paid for Hispanic Outreach Liaison to Increase Hispanic community communication and interaction fostering educational partnership, Increased progress reports to be distributed at 3, 6, 9, 12, and 15 weeks			Our critical actions for this row are Publish endorsed and supported free PSAT/SAT prep programs Highlight academic achievement, test outcomes, career tech programs, academic participation and performance Conduct student survey Conduct safety assessment with Roswell PD
	Professional Learning Communities	Staff Engagement: Increase Teacher retention and the number of employees who would recommend RHS as a place to work to a family member friend or neighbor.	90.5% retention recommend	Establish educational teams that meet regularly, share expertise and work collaboratively to improve teaching skills and academic performance of students	10/16/2018		Our critical actions for this row are Provide leadership opportunities for PLC coaches, Create opportunities for teachers to feel empowered, such as Teacher Curriculum Council
Community Collaboration		Outcome	Baseline (Yr. 1)	Evidence of Progress	Date	Results	
Initiatives	Community Champions	Increase the number of impactful partnerships that align to school goals	7.00	Filled business partner position, Outreach to business partners, Continue collaboration with RHS PTSA	10/16/2018		Our critical actions for this row are Outreach to civic organizations, Continue Realtor Breakfast, Continue Mental Health Partnerships and increase awareness of mental health, Continue Mentorship Program
	Parent Engagement. Offer programming including, family events and activities to equip families with new or additional skills, knowledge, resources and confidence.	Increase the percentage of families that feel welcomed and empowered to support their students' educational journeys.	62%	SGC members attend feeder school SGC meetings and cross council meetings to Increase collaboration with feeder schools to align student, staff, parent and community events, Continue Principal coffees, Paid for Hispanic Outreach Liaison	10/16/2018		Our critical actions for this row are Seek outreach opportunities via faith based organizations, Continue to seek opportunities to deliver messages of opportunity and success, Engage Hispanic families by providing translation services
Fiscal Responsibility		Public Engagement		Additional Council Professional Development			
Budget Approval Date		List all the opportunities provided to the public to engage with the Council	Public comment SGC meeting: July 18, 2018; August 15, 2018; September 12, 2018; September 26, 2018; October 10, 2018	List all the additional trainings/professional development where at least one (1) member from your Council attended.	7/21/18: SGC Conf (2) 9/25/2018: Cross Coun(1) 10/22/2018: Officer training (1) 11/8/18: Comm training (1) 12/3/18: Chair Chat		