

JAMES B. DUDLEY HIGH SCHOOL
Tuesday, March 10, 2020
Minutes of the Site-Based Leadership/Title I Team Meeting
Media Center
4:30 PM

<i>Members Present</i>	<i>Representation</i>
1. Donahue-Wright, Cheryl	CIS - Student Support Specialist/Co-Recording Secretary
2. Edwards, Melanie	Math Department Representative
3. Farrish, Iris	Exceptional Children Department Representative
4. Fulp, Bonnie	Media Specialist
5. Giersbrook, Justin	Social Studies Department Representative
6. Hargett, Bonita	SBLT/Title I Team Chairperson
7. Hines, Michelle (Absent)	Counseling Department Representative/Vice Chairperson
8. Jackson, Treena	9 th Grade Parent Representative
9. James, Brenda	Dudley Alumni Association
10. Jarrell, Robert	Cultural Arts/Fine Arts Representative
11. Malloy, Nakita	CTE Department Representative
12. Louis, Morgan (Absent)	Data Manager/Classified Staff Representative
13. Moore, James	Assistant Principal – Grade 9
14. Morris, Angela	Dean of Students
15. Norton, Tracey	Assistant Principal – Grade 12
16. Oates, Jessica	English Department Chairperson
17. Reeder, Ann (Absent)	School Social Worker/Co-Recording Secretary
18. Roberson, Angie	Parent Representative
19. Russell, Tyshawn	Science Department Representative
20. Sellars, Fredrick	Assistant Principal – Grade 10
21. Stanley-Key, Myra (Absent)	PTSA Representative
22. Stewart, Shannon (Absent)	Parent Representative
23. Tonkins, W. Dale (Absent)	Community Representative
24. Walton, Elanda	Academic Coach – Instructional Support
25. Wilds, Rodney H. (Absent)	School Principal
26. Wingate, Tanya	Assistant Principal – Grade 11

HANDOUTS

1. Site Based Leadership Team/Title I Team Agenda – March 10, 2020

Meal Today:

Ms. Wingate, Ms. Edwards and Mrs. Donahue-Wright provided the delicious meal today.

CALL TO ORDER: The meeting was called to order by B. Hargett, Chairperson at 4:30 p.m.

APPROVAL OF THE MINUTES:

The minutes from the February 11, 2020 meeting were read electronically and approved.

OLD BUSINESS –

- ❖ No updates provided

NEW BUSINESS –

- ❖ Attendance Update – Mrs. Morris

Attendance continues to be a priority. This time last year, we were at 90.6%. To date, we are at 90.2%. We will need 95% of our student body in attendance for testing. Classroom teachers and support staff should continue to reach out to absent students.

Mrs. Donahue-Wright reported that the AIT/DOP Team has been working under the advisement of Attendance Works and the District Student Support Services Department to identify attendance subgroups. Our two subgroups are chronically ill students and students with disabilities. The team has been monitoring the students in these groups on a weekly basis. In addition, EC teachers, support staff and our school nurse has been making personal connections with these students and their parents. Weekly trends have shown improvement for these two groups. Mrs. Carrington has directed the team to identify one additional target group to monitor and provide intensive support to for the remainder of the school year as well. The team identified Tier II (15 abs. or less) 9th graders as the new subgroup. The team will participate in an Attendance Works Coaching call on March 19, 2020. The purpose is to report progress, identify barriers and to identify needed supports from Attendance Works.

MTSS and the AIT/DOP Team continue to brainstorm attendance incentives and other ways to recognize students for good and improved attendance, such as bulletin boards.

Mrs. Roberson suggested surveying college interns for suggestions.

Additional attendance discussion expanded to an inquiry about maximizing social media/online platforms for instruction for chronically ill students and/or those who miss days due to suspensions.

Mrs. Morris concluded by encouraging the team to continue to explore incentive/recognition ideas with the MTSS and AIT/DOP teams.

- ❖ Interim Assessment (IA-1) Data/Update – Ms. Walton

Content Area Assessed	DHS Student Performance	District Performance
Biology	51.0%	54.0%
English II	46.2%	49.0%
Math	28.9%	32.6%

❖ **School Improvement (SIP) Update – Ms. Wingate**

Indicator group work – Indicator groups completed goal achievement updates.

PARENT UPDATE – A. Roberson

- ❖ **PBIS/MTSS student giveaway purchases is a PTSA line item. Ms. Morris has worked with the board to plan giveaway ideas. The board is open to suggestions.**

CONCERNS, ISSUES, QUESTIONS, KUDOS, ANNOUNCEMENTS – Mrs. Hargett

- ❖ **Ms. Roberson expressed that the lockdown was handled well. Thank you to the administrative team for communicating with parents through ConnectEd.**
- ❖ **Follow-up comments from Mr. Moore regarding the Lockdown concern: When a lockdown is required, the administrative team follows protocol for these situations, including sending out a statement to parents. Individual questions and/or concerns are addressed one to one when necessary. Our drills help to prepare students for emergencies. Please help students to understand that drills should be taken seriously.**
- ❖ **Ms. Malloy shared teacher insight/concern regarding lockdowns: Teachers do not always know the outcome. Mr. Moore responded that updates will be shared when administration is able to do so. There are limitations to how and when information is communicated during the process.**
- ❖ **Mrs. James posed a question about how information about events that affect and/or impede the normal school day is shared with the community. Mr. Moore explained that Administrators reach out to District Relations with relative details. District Relations formulates a message and sends it out to the general public. ConnectEd, BLOOMZ and/or Remind are frequently used resources for disseminating information about school activities to parents.**
- ❖ **DHS had eight students participate in the FBLA State Competition. Congratulations to Joshua Garner, FBLA State Finalist!**
- ❖ **Ms. Jackson announced that we are proud to have had two of our very own DHS students participate in the Black Child Development Black History Quiz Bowl.**

Following a DHS Calendar review and at the completion of each Indicator group's goal achievement ratings work, the meeting adjourned.

The next meeting is scheduled for Tuesday, April 15, 2020 at 4:30 pm in the Dudley High School Media Center.

**Minutes Respectfully Submitted by:
Cheryl Donahue-Wright, Co-Recording Secretary**

