

Central Academy of Technology & Arts
Site-Based Team Meeting Minutes
Wednesday, March 26, 2014

Present: Kim Fisenne, Jeff Pusser, Kasey Brooks, Amanda Mancilla, Shelly Pentecost, Willie Howard III, Dave Plyler, Katie Morgan, Deb Christensen, Ann Helms, Madeline Drayton, Angie Bush, Dale Ann Plyler and Susie Colbath.

The meeting was called to order at 3:47 and began with introductions since we had a parent new to the group. The topics below are not listed in the order they were discussed. The order was changed during the meeting.

1 – Club Discussion – Mr. Howard

We have many clubs at CATA. We would like to increase attendance. Should we have site-based approve clubs? Should they represent a certain percent of the student body? Creating a club for just two students probably isn't sustainable. How can we increase student organization participation? Please give feedback to Mr. Howard. Want to discourage clubs that are started just for students to say they started a club. We want clubs to continue and grow instead of fizzling out in a couple of months. What do students have to fill out to bring to site-based in order to get a club approved? Mr. Howard offered to let everyone look at the current club application. This application is meant for students to fill out and present, not to add work to teachers or advisors. Mrs. Pentecost said she needs to cut down on the number of clubs she is doing and Mrs. Fisenne stated that people who don't currently sponsor clubs might be asked to step up and help out. Mrs. Fisenne said administrators could help out with meeting coverage if a teacher cannot make a particular date. Mrs. Drayton asked about a process to get a club accepted and Mrs. Fisenne said there is a process but it needs improving.

Ms. Pentecost made the motion to have perspective new clubs go through site-base for approval, Ms. Drayton seconded. There was a vote and it was approved by the group. Please provide Mr. Howard with ideas for the application process, how to get more students involved, etc.

2 – School Improvement Plan Review – update progress.

This is postponed to the next meeting since it was already after 5pm.

3 – Budgetary concerns: Scantron, copies, paper – possible solutions.

We've had unexpected budget priorities come up. Both of our Scantron machines have recently broken. A new machine costs about \$3,000 and it's a minimum of close to \$1,000 to just come out and look at the Scantron machine. Mrs. Pentecost suggested we use Flubaroo. It's an extension for Google and it will email the students their scores, etc. It grades tests for you. If we could avoid spending the money for that we could put that money towards something else. We might be able to use the Scantron at PDC. Ms. Morgan asked about making sure they can test in a secure window to keep students from looking up answers.

We are having a webinar next Wednesday to hear about Mastery Connect. It analyzes the data. Has a yearly fee. You can scan tests into a PDF file and it will use that. The Leadership team was invited. The people who do the PLC training are supporting Mastery Connect now. Mrs. Drayton asked if it might replace Elements, the CTE testing, but Mrs. Fisenne said she didn't have an answer to that.

Copier allotment for last year - \$13,008. Last year it cost over \$21,000 for copies. Together, with cost of paper, it was over \$28,000. Our copy allotment went down this year since we have gone 1:1. This year the costs are almost the same

as last year. Ideas on how can we save money in this area? Ms. Morgan said that the folks that teach the technology skills tell teachers to have paper backups for classes. Mrs. Pentecost said her art class prints papers so they don't print with their Chromebooks open. Mrs. Mancilla said they have to make copies because they don't have enough workbooks. Mrs. Brooks said they have software that allows students to work math problems on a website. Is copyright an issue with copying workbooks? If there are ways that we can bring the copies down, that would be a good thing. Maybe an awareness campaign would help cut down on copies. Collect the copies left at the end of the week and bring it to the next staff meeting. Maybe each department can come up with a way their department can reduce copies.

4 – Professional Development – results from teacher intent survey and planning for upcoming year

Mrs. White covered a handout that had results of a survey regarding professional development. Are there things we think should be the focus for next year? Mrs. White said this year we implemented the ACT review. A few teachers were experts and offered tutoring services. We are waiting for our results to see how our students did and then we can compare students who did and did not have intervention. We are looking at having someone train our teachers on how to attack the areas that will be on the ACT test. Boot Camp participants felt like it was worth their time. We want to continue to make teachers feel comfortable with technology. Differentiation is something we might want to introduce for professional development for next year. Common Core – math teachers are working in PLCs at the building and district level. Project Based Learning was selected by many of the teachers. Mrs. White said we have some master teachers in the school who are really good at this and we like to have them teach the teachers instead of having someone come from the outside to teach these sessions. Mrs. White would like some suggestions as to what we should focus on for next year. We would like to keep it to two or three goals.

5 – Parent Organizations – status, plans

We currently have the PTSO and a large group of parents that work with the performing arts, athletics and band. Mrs. White asked for feedback on these groups. She asked for suggestions about growing these groups. Could we start doing some conference calls so more people can participate? Athletic Booster Club – we don't have one right now. Performing arts parents help in large numbers but there isn't a lot of organization for that group. How should we organize our groups? Mrs. Colbath likes having one parent on her son's team being in charge and sharing information. Mrs. Plyler said a parent for each team is helpful but in other schools it's such a community and even though CATA is a community, you don't have the parent piece as much. Mrs. Colbath said that not coming up from a feeder middle school does hurt us. Mrs. Brooks commented that many of the students will go to their home schools to watch a football game rather than coming to CATA. Our students wear gear from other schools more than they wear CATA gear. Mrs. Bush said in other places teams had baby booster groups and then there was an executive committee made up of the leaders of all the sports. Mrs. Fisenne likes the idea of having team parents being on the booster club.

We do need to work on building community and we did try some things this year with BBQ, etc. Ms. Morgan asked how the booster club worked and how we got money from them. Mrs. Fisenne explained how that worked. It would be great to have a booster club to take over the money, run concessions, and come up with some community events. How do we get students to come out for games? One option is to say if you come on a certain day you get one free popcorn.

The PTSO is struggling to get members to come to meetings and take an active role in the leadership of the group. Last month it was discussed whether the PTSO would have to disband because of a lack of participation. Should we try to stream the PTSO meetings so people can watch from home? Mrs. Drayton said there is technology where it could be saved and watched later.

Mrs. Colbath suggested calling a meeting with team parents and coaches to discuss a possible athletic parent committee. Mrs. Bush said she had it clearly stated in her paperwork that parents were expected/required to help with concession stand. Mrs. Brooks said teams were assigned football games. Teams would work to get parents to run

concessions, etc. Mrs. Helms asked about the BBQ – will it continue? Mrs. Fisenne said yes. We hope to build on it this year. Mrs. Brooks asked why we don't have a team shop? Mrs. Fisenne said we had one but it was only available for a short time but our sales are better when we have stock on hand.

6 – Teacher of the Year status

Dr. Gundersen has left the school and she was voted as our teacher of the year for 14-15. Mr. Pusser asked if we would like to select someone to be our building teacher of the year. They would not be able to participate in the district process since that has already passed. We have the name of who came in second. Should we ask that person? We want to honor Dr. Gundersen too. Mrs. Plyer said she would like to leave it and not come up with a new person since the second place person's chances to get selected the following year might be hurt if they serve for the next year. Everyone felt that we should leave it with Dr. Gundersen as our TOY for 14-15 since she is the teacher who was selected and earned the honor.

7 – Student Handbook – request review and recommendations for April meeting

Mr. Pusser said that this is the time of year to make changes to the student handbook. The school tries to cover as many situations as possible to avoid loopholes. We will take suggestions and feedback on the CATA handbook at the next meeting.

The meeting was adjourned at 5:02pm. The next meeting will be Wednesday, April 23, 2014 at 3:45pm.