

FHHS Site-based Management Team  
 Meeting #8  
 April 10, 2013, 4:00 pm  
 FHHS Media Center

<b>Position</b>	<b>Name</b>	<b>Attendance</b>
English	Trent Thomas	Present
Math	Stacy Lucas	Present
Science	Christy Burris	Present
Social Studies	Amanda Donato	Present
CTE	Michael Hastings	Present
Other Special Area	Michelle Ballard	Present
EC Representative	Karen Casacalenda	Present
Student Support Services	Melissa Howell	Present
Classified Employees	Ricky Williams/Sandra Lee	Both present
At-Large	Kathy Deese	Present
At-Large	Kelly Norris Blakney	Present
Parent	Tracy Medlin	
Parent	Caryn Helms	Present
Parent	Tasha Rushing	Present
Parent	Cathy Stewart	Present
Parent	Chad Whitley	Present
Parent	Ann Gogatz	Present
Parent	Wendy Vest	
Parent	Donna Helms	K. Helms filled in
Parent	Connie Harrell	Present
Student Representative	Kimberly Rivers	Present
Principal	Kevin Plue	Present
Assistant Principal	Adrien Porter	
Assistant Principal	Patricia Perkoski	
Assistant Principal	Tracy Strickland	Present
School Resource Officer	Yohance Prince	

**Call to Order**

Mrs. Blakney called the meeting to order at 4:00.

**Approval of Minutes**

It was moved that the emailed March minutes be approved as sent. The motion passed unanimously.

**AdvancEd Update**

Dr. Plue reported that the visit from the AdvancEd Team went well. The school district was recommended for reaccreditation. In his brief meeting with the representatives that visited here, they reported that Forest Hills is a healthy school. A final meeting for the county in which scores for each standard were given yielded recommendations for the district's improvement that will be implemented. Regarding the scoring, Dr. Plue reported that Dr. Ellis was slightly disappointed in the technology score because of all our initiatives, but that all the scores were basically good.

## **Volunteers for a Subcommittee**

Dr. Plue asked for volunteers for a small group to review and simplify the school's mission statement without changing what it says. He would like to have a briefer statement that is easier for people to remember and state. It needs to be ready quickly for approval, first, by the full SBMT and for approval later by the full faculty at the first faculty meeting of next school year. Melissa Howell, Kelly Blakney, and Tracy Strickland volunteered.

## **Substitute Teachers**

Mrs. Donato brought concerns from her department about having to cover for colleagues because of a lack of substitutes. Dr. Plue brought it to Dr. Clarke's attention and heard from other high schools that they are having a problem as well. When sub numbers are high, he said, some cancel jobs at the last minute if they are offered a job at a school closer to their homes, Dr. Clarke is exploring how to block a sub from taking a job at another school for the same date for which they have cancelled a job. Dr. Plue has also questioned whether money that a substitute would have been paid be diverted to pay teachers who are covering during their planning time. The budget impact of such a policy is being explored at the district level. Dr. Clarke said that no longer are people required to hold a teaching license in order to apply to substitute. Applications are open to all again. A teacher asked if this would be advertised since it is not widely known that the teaching license requirement has been dropped. Dr. Plue pointed out that two of our regular substitutes were put in positions to fill in for long term absences, one for a teacher on medical leave and one for a sudden resignation. This reduced further the number of available subs for our school.

The discussion of substitutes raised a question from a teacher about whether teachers' absences are valid. Dr. Plue voiced that he doesn't necessarily want to personally verify the reason or validity of each absence. A parent pointed out that she has to speak with a manager to call in sick. Dr. Plue doesn't want to instill fear in teachers; he wants them to be professional in their attendance. Parents questioned how many sick days were "allowed," etc. Dr. Plue responded that we do track absenteeism among teachers, and teachers considered to have excessive absences are spoken to. He pointed out that one teacher from last year who had many absences is no longer at Forest Hills.

Dr. Plue explained that teacher attendance and the covering of classes can become a morale issue. He suggested that in departments where teachers are covering for colleagues who are chronically absent that the teachers discuss their professional expectations of each other. He also mentioned that the school system was discussing using attendance as part of each employee's evaluation.

He said that he would continue to stress professionalism and attendance and would continue inquiring about ways to deal with the shortage of substitutes.

## **Rules to Discuss for Change**

At the last meeting, in discussing consistency in enforcement, the point was made that if there are reasons not to enforce a rule that perhaps it is time to change the rule. Dr. Plue asked for input from the constituent groups on the rules that we may want to change.

One member reported that someone in her group asked for clarification on the rule on cell phone usage – The rule states that cell phones are not to be used unless it is for instructional purposes with the permission and supervision of a teacher. The rule, then, is clear, so enforcement needs to be consistent.

A discussion on the consistent enforcement of the dress code ensued. A teacher raised the point that some students are making it to 4<sup>th</sup> period before being called out on dress code. Dr. Plue says that really, FH is not bad on dress code, that a small percentage of students violate the rules. He reminded teachers to remind their constituent groups about consistency, checking students especially in 1<sup>st</sup> period.

A teacher mentioned, and several agreed, that school rules in general should only restrict those things that hamper or disrupt the learning environment.

Dr. Plue says that he can often respect the teacher's wishes, but that enforcement inconsistencies often leave one teacher looking like a "fairy godmother" while the others look like "ogres" in the students' eyes. He reminded the team that while there may be some "gray areas" or interpretation issues, teachers cannot override county and school policies.

That brought up the policy on hats. The question was raised whether no hats in the building was a school or county policy. Dr. Plue answered that all dress code policies are school policies.

One teacher brought up the "four-finger width" straps on sleeveless tops, saying that that width was difficult to find. No recommendation was made to make any changes at this time. There was a question raised from a parent regarding the "four finger" rule. Dr. Plue mentioned that the four-finger measurement came about so that administrators wouldn't have to use a ruler to measure a certain width in inches. She asked whose four fingers determined the rule, administrators' or students', since many of the students' hands were much smaller than adults' hands. Dr. Plue responded, "Ultimately it could be either. We would be reasonable if the top is four of the student's fingers."

Regarding hats, general discussion yielded the possibility of enforcing no hats in the classroom, but no longer trying to enforce that in the hallways. Hoods, the group agreed, should still not be worn in the hallways since they conceal identity more than hats. A parent raised the question of whether the rules on hats and hoods were created for safety issues or not.

A motion was made that teachers will no longer ask students to remove hats in non-classroom areas. The motion passed with all but one in favor.

### **Budget Allotments**

Dr. Plue reported that at this time, he has no new information on allotments. He did mention that critical needs and high priority allotments are still not in. He said that we were currently at a three-position deficit, 2 from ADM and 1 from critical needs, high priority.

He compared the staff positions to the layers of an onion: "last layers on, first layers off." Right now, that would mean two math and one English would go. Registration will help determine for sure the positions and where they're needed. Right now, English classes would still average under 30, but math numbers are too high without the eighth math teacher, so the next position would go to math. Dr. Plue will look at registration numbers to see where any others would be used.

Other budget information seems to be the same, but we will adjust as more information is given.

### **Adjournment**

The meeting adjourned at about 4:55.

The next meeting is May 8, 2013 in the FHHS Media Center.