

FHHS Site-based Management Team
Meeting #7
March 13, 2013, 4:00 pm
FHHS Media Center

Position	Name	Attendance
English	Trent Thomas	Present
Math	Stacy Lucas	
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	R. Williams Present
At-Large	Kathy Deese	Present
At-Large	Kelly Norris Blakney	Present
Parent	Tracy Medlin	Present
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	
Assistant Principal	Tracy Strickland	Present
Principal	Kevin Plue	Present
Assistant Principal	Adrien Porter	
Assistant Principal	Patricia Perkoski	Present
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 Feb. minutes be approved as sent. The motion passed unanimously.

AdvancEd

Dr. Plue announced that Forest Hills will be visited on March 19 by the team from AdvanEd evaluating the school district for accreditation. Dr. Plue is not at all nervous and is sharing information regarding the visit that was shared with him. He reminded everyone that this is a district accreditation and the visitors will be observing to see if FH is in line with the district mission. The analogy given was that the individual schools are like individual ships within a fleet (the school system). The team should see all schools moving in the same direction like ships in a fleet.

He reiterated the district's main areas of focus: that we look students as individuals, that we are "Preparing All Students to Succeed (PASS)," and focusing on "Globalization, Innovation, Graduation (GIG)."

What are the school improvement initiatives at FH? To make high growth, to improve staff morale, and to raise the graduation rate from 80% to 90%.

Where is FH in terms of district focus:

Globalization – Global Scholars (11 last year), Globalization courses,

Innovation – 1:1 laptop initiative, 9th grade this year, all students next year, will probably be a major subject of questions, online courses,

Graduation – CASP, online recovery, chance for HS diploma, Graduation rate

Academies – CNA academy, Engineering Academy

All staff members should understand the process and our role in it:

Using the standards from AdvancEd, the staff divided into 5 groups, and each group completed a self-assessment in one standard.

They should be very open-ended, fair questions.

What is your role in accomplishing mission?

How are stakeholders involved?

What role does SIT play?

How is curriculum selected and monitored?

(All info available in Moodle)

Students and parents have been selected to meet with the team.

(See schedule on Moodle.)

Each teacher needs a chair inside the door with the lesson plan in it in case the team visits his or her classroom.

All meetings will be held in the conference room, and the team will follow a tight schedule. It will be an ordinary day, but they, of course, want us to put our best foot forward. The staff has been asked to make the school look nice! Straighten, clean.

The ELEOT observation tool will be used. Each of the two observers will visit three classes. Lesson plans should include the objective, methodology, and assessment to be used (no set format). An agenda on the board will help the visitors. Technology should be apparent, but not necessarily in every room. Teachers should run a normal lesson.

What should you know?

PASS- Preparing all students to succeed

Focus: My Size Fits Me (individualization)

GIG- Globalization, Innovation, Graduation

How does FH fit? SIP, PLC-teachers collaboratively planning, using common assessments, focusing on learning, IR period, data analysis, student incentive program, tutoring center, intervention

Make high growth, raise staff morale, raise graduation rate

We are one of the first districts to go through accreditation after the surveys. Concerns raised in our survey data included a lack of communication and a lack of individualization. We are trying to address those with more and better parent communication and many examples of individualization of instruction.

Testing data reflects that Alg I is the subject area in greatest need of improvement while males and African Americans are the student groups most in need. The school improvement plan contains a list of strategies to address each goal area.

The District Standards and self-assessments are available on Moodle.

For parents who will meet with the team, being aware of the school improvement plan (available on the website) is most important. They will not need to know about all the self-assessments.

Allotments

Dr. Plue announced that allotments are fluctuating. After the 1st round, we are down 2 ADM (average daily membership) allotments. We need to allot for two cuts. One cut will be math because we already had an extra teacher in that area because of a situation at the beginning of the school year in which a teacher came back from disability after positions had been filled. We were allowed to keep her.

Since we are now in the middle of registration, once students are registered, we'll know more. There were no EC cuts proposed, which is good news.

Dr. Plue hopes that staff changes will occur by attrition (transfers, retirements, etc). He also mentioned that we have not received our High Priority allotments yet.

Rule Enforcement

We discussed the need for consistency on rules. Some are safety issues (such as students not being allowed to leave campus). Others have to do with cell phones, dress code, etc., where inconsistency from teacher to teacher is causing a good guy, bad guy dynamic.

Each member is asked to discuss with their constituent groups consistency in enforcement of the rules. If the rule is there, enforce it. If the rule does not need to be enforced, look at changing the rule. For example, according to the rules, hats are not to be worn in the building, yet some teachers allow students to wear hats. Dr. Plue reiterated, if it is a rule, enforce it. If you don't believe it should be a rule, bring it to the site-based team.

Adjournment

Meeting was adjourned at 5:00.

Next meeting April 10, 4:00 pm, in the FHHS Media Center.