

FHHS Site-based Management Team
 Meeting #3, 2011-12
 Oct. 12, 2011, 4:00 pm
 FHHS Media Center

Position	Name	Attendance
English	Glenn Shelton	
Math	Joyce Merriman	Present
Science	Brenda Williams	Present
Social Studies	Bryan Rudolph	Present
CTE	Mario Donato	
Other Special Area	Michelle Ballard	Present
Student Support Services	Melissa Howell (Clerk)	Present
Classified Employees	Crystal Bunn	Present
At-Large	Kim McKinney	
At-Large	Patricia Perkoski (Chair)	Present
Parent	Tracy Medlin	Present
Parent	Sandra Davis	
Parent	Susan Griffin	Present
Parent	Cathy Stewart	Present
Parent	Debbie High	
Parent	Ann Gogatz	
Parent	Wendy Vest	Present
Parent	Donna Helms	
Parent	Connie Harrell	Present
Assistant Principal	Jonathan Tyson	Present
Principal	Kevin Plue	Present
EC	Karen Casacalenda	Present
Student	Lauren Bunn	Present

Call to Order

Mrs. Perkoski called the meeting to order at 4:00 pm.

Item 1: Approve Minutes from September

The minutes from the September meeting (now available on the school website) were unanimously approved.

Item 2: Welcome New Members

Welcome to Karen Casacalenda, representing the Exceptional Children's department, and Lauren Bunn, representing the student body.

Item 3: Dress Code

Changes to dress code must be addressed through site-based, and the question raised is on holes in jeans. The student body proposes that holes in jeans are allowed as long as no skin shows through above fingertip length. This change in dress code was unanimously approved.

Item 4: Habitual Tardies

Mr. Tyson informed the group that when a student reaches the 12th tardy in one class, Mrs. Smith (ISS) will write a discipline referral and turn it in to the appropriate principal. The referral can be dealt with on a case by case basis. Principals can use discretion based on the best course of action for the student to correct the behavior. Mrs. Doster would be involved at the 6th tardy. The counselors can become involved as necessary.

Item 5: Student Incentives

A committee has examined and worked on a student incentive program operating under the guiding principle that rewarding appropriate behaviors will encourage replication as much as punishing inappropriate behaviors will discourage their continuation.

Students can earn points for appropriate behavior, academic accomplishments, and good attendance. It is not intended only as a reward for those achieving, but also as an incentive for students who are close.

Donated prizes such as coupons, etc. could be given in addition to other incentives and not cost any points. Mr. Smith will help by printing reports. Teachers on the committee will help create lists from the criteria.

Students will receive cards which will be hole-punched to show when points have been spent. They can carry over 6 wks/ semester. There will be a drawing at the end of each semester for prizes valuing a total of \$1000. Students are entered into the drawing once for each point they have left on their cards. The students have to keep up with their cards.

Below are the ways students earn points and can spend them.

FHHS Student Incentive Pt. Levels			
Category	2 Pts.	1 Pt.	0 Pts.
ODR	0	1 Non Suspension	2+
Total Tardies	0-3	4-6	7+
Absences	0	no more than two in any period	3+ in any period
Grades	A/B Honor Roll	Passing all	Failing 1+
ISS Periods	0	1-2	3+

FHHS Reward Cost Structure
<ul style="list-style-type: none">• Free Period = 4 Pts.• BR Pass = 1 Pt. (All teachers required to offer one additional BR pass per six weeks; students do not have to buy)• Academic Pass = 1 Pt. (Teacher Optional)• Prize Drawing - Each chance = 1 Pt. (done at the end of each semester, multiple prizes, total value \$1,000)

A motion to add the incentive program to the school improvement plan was unanimously approved.

Item 6: I/E Period

Dr. Plue brought up the need to decrease failure rates, increase graduation rates, and improve the academic skills of students.

One possible solution is a 30 min. I/E (intervention/enrichment) period after 1st period. (See proposed bell schedule below).

Forest Hills High School
I/E Bell Schedule
2011-2012

Warning Bell	8:15
1 st Block	8:20-9:44 (84)
I/E	9:49-10:19 (30)
2 nd Block	10:24-11:48 (84)
3 rd Block	11:53-1:51 (118)
3-1 Block	12:23-1:51 (88)
3-2 Block	11:53-12:23/12:53-1:51 (88)
3-3 Block	11:53-12:53/1:23-1:51 (88)
3-4 Block	11:53-1:21 (88)
4 th Block	1:56-3:20 (84)

Lunch Schedule

1 st Lunch (3-1)	11:53-12:18 (25)
2 nd Lunch (3-2)	12:23-12:48 (25)
3 rd Lunch (3-3)	12:53-1:18 (25)
4 th Lunch (3-4)	1:21-1:51 (30)

Features

- Collect enough minutes from each block to create a forced remediation period during the school day.
- Run after first six weeks for students who are struggling.
- Students with an A/B average would be excused from the period and allowed to go to designated areas for commons time (gyms, courtyards, etc.).
- Free of cost

Teacher Features

- Reduced class sizes to focus on student needs
- Forced remediation/captive audience
- Reward that can be used as motivation
- Core area teachers can help dept. on their planning days
- Special area teachers supervise commons areas on their planning days

The period is for tutoring/remediation/makeup work, not new material. While Mon. through Thurs. would focus on periods 1-4, Fri. could be something different such as club meetings, class meetings, or homework/study hall. Since students with an A/B average in a course could be excused, it is another incentive for students to do well. The two weeks before exams, students could not opt out unless they are exempting the exam.

Questions for further consideration include whether to implement after the end of the first 6 wks. or after the first progress report and what to do on Fri. (alternate among the four periods, go to homeroom, class meetings, etc.)

We will institute a trial run when we return from Winter Break before exams. We will trial and tweak it for future use. There will be no opt-out during the exam slam/trial unless the student is exempting the exam.

Item 7: Budget

Dr. Plue proposed the budget below. He mentioned that any money unused would go to support technology. The overall cut from last year's budget was about 25%.

Proposed 2010-2011 Forest Hills High School Budget

Income	
Category	Amount
Instructional	106,047
Special Projects	38,095
Local Copier	14,183
	158,325

Proposed Expenses	
Category	Amount
Media Center	15,000
Remediation/Intervention Services	4,000
Office Supplies	20,000
Agendas	4,000
Technology	45,325
Copier/Copier Paper	35,000
Postage	0
Grade Books/Planners	0
Printing	1,000
Staff Development	10,000
Departmental Spending	11,500
Extra Employment	10,000
Reserve	2,500
Totals	158,325

Dept. Spending	
Dept.	Amt.
Math	1,000
English	1,000
Science	1,000
Social Studies	1,000
Fine Arts	4,000
Foreign Language	500
CTE	1,000
PE	1,000
EC	1,000
ALL	11,500

All savings and money unspent will be used to support technology.

It was unanimously approved.

Item 8: Fundraiser Requests

The National Honor Society requested permission to sell Halloween-grams, and the Swim Team requested permission to sell t-shirts. Both were approved.

Adjournment

The meeting was adjourned at 5:40 pm.

The next meeting is Nov. 9 at 4:00 pm in the Media Center.