

FHHS Site Based Management Team Agenda 9/13/17 (4:00)

<u>What</u>	<u>Who</u>	<u>How Long</u>	<u>Action</u>
Adopt the May Minutes	Plue	5 min	Actionable
Election of Officers	Plue	5 min	Actionable
Meet Your Teacher	McGee	10 min	Gather Input
SBMT Training	Plue	10 min	Information
Meeting Schedule	McGee	5 min	Information
School Grade Info	Plue	10 min	Information
Budget	Plue	5 min	Information
Survey Data Data Comparison	West	10 min	Gather Input

Next Meetings: 10/11, 11/8, 12/13, 2/14, 3/14, 4/11, 5/9 (4:00)

Adopt the May Minutes

Dr. Plue brought the meeting to order
 Motion to adopt the May minutes
 Motion to accept: Ballard
 Second: Rivenbark
 In Favor: all

Ms. Stevens will take minutes at meetings. When they are approved, they will go on the website.

Election of Officers

Election of Officers
 Two positions: Chairperson and the Clerk
 Chairperson works alongside Dr. Plue. Clerk takes minutes.
 Ms. McGee would be willing to do so again this year. Ms. Stevens as clerk.
 Motion: Rivenbark
 Second: Ballard
 In favor: all

Meet Your Teacher

Meet the teacher was from 9-11 and 1-3 on Friday, August 25. Why not do a late session? Want to communicate with all parents and meet all needs. Are we open to change the time to a morning session and later session?
 Ballard – suggested afternoon and evening.
 Anzaldua – asked if we could do just one
 Plue – Flex the day and/or comp time
 Before school begins might be better than waiting until after.
 Parent comment – had to take the day off because she works, so she would prefer other options.
 Parent comment – maybe Thursday instead of Friday (avoid football conflict).
 With middle school...if we did the same evening as the high school, it might be more convenient for parents.
 Question...how many parents wanted it later? At least a one parent says it's hard to get off work. Some of the feedback came from teachers of students whose parents work...and parents couldn't make it.
 We could do 2-6 to accommodate parents.

Dr. Plue asked for flexibility to work with Mr. Sanders (from Middle School) when scheduling on the same day.

Suggested that we break it into two days...evening Thursday, morning Friday?

Looking at this option.

Could flex Thursday morning or Friday afternoon...

SBMT training

Site Based Management Team Guidelines...important to know how the SBMT works. It is important to make sure that everything is being done according to the guidelines.

All members are elected...other than parents. We need enough parents on the team, but no elections...for parent perspective. Staff at large members...2 are elected from staff. Others are representing a specific group...if there is more than one interested, there would need to be an election. SBMT roster shows specific people who serve...there is also a student to speak for the student body. Kristina Whitley is the student representative for this year. Makeup of group is outlined in the guidelines. Terms of service are 3 years...we have a rotating expiration so that we have some continuity from the year before. Members are expected to serve the entire term...replacements will be made if necessary.

The Chairperson runs things alongside the principal. They will meet and set up an agenda before each meeting.

Meeting dates and times are at the bottom of the agenda. Last year we cancelled a couple of meetings...we try not to do that too much, but there are times we just don't have enough to warrant a meeting. Meetings are held at 4 pm in media center and are scheduled for 1 hour.

If you want an item on the agenda, you must follow the guidelines. Agenda items must come from a SBMT member. Other people can present, but it must come to the team from SBMT member. Parents should be expected to be voices for the parents of the community. Agenda items fall into three categories - actionable, gathering input or informational items.

Meeting schedule

On agenda. If you can't be here, try to have someone here in your stead. Regular members should have someone in their own area represent them. At large can have anyone come in place.

School grade info

Approved last week by DPI to be sent out to the public. Sharing next Wednesday at Jacket Wednesday. Remains a C...56 C (15 point scale), and we are barely hanging on. Rating is concerning. Drop to D range, we become a low performing school. Usual option to fix is to change principal. Three EOCs (Biology, Math I and English II) go into the grade, as well as graduation rate, ACT scores, Work Key scores, Math III and growth score. We did not meet growth again this year. Strong growth in one area, low in another. Teacher turnover has a negative effect. Our goal is to improve to a B. We don't have PLC level data yet. PLC and individual class information might be in by the end of October, November. We are already working on the Biology grade. Scores in this data are also broken down by subgroups within the demographics of our students.

Budget

We will finalize the budget next month. We anticipate getting about the same money every year. There are changes between this year and last. We've done some things to try to deal with the drops in income. We have determined that after-school detention and Saturday school are not effective

consequences. We are going to offset some reduction in budget by not funding those two. Lunch detention seems more effective...and ISS. Three years ago, Union Co. got cut out of low wealth consortium. Union County is getting wealthier...even though some areas are not. At that time, we received an amount of money, and we put much of this aside to help with the oncoming reduction. We anticipate losing 8,000 for tutoring for the year...losing after school and Saturday school will help offset this. Might have to cut some items out...but we should be ok. Our copier budget was set a few years back at \$20,000. Proposing to increase it to \$33,000 next year. Our spending is not as much as some other schools...but it is a high number.

We have seen a reduction in money from changing our attendance recovery program. This affect areas like extra employment (employees work outside of regular contract), which have gone down. Account for extra in copy money.

If there is any input from staff, this is the chance to look at budget and make suggestions. Transparency is important.

ADM (average daily membership) by the 20th day determines the money you get in the budget. Also free and reduced lunch will increase that number.

Survey data

Mr. West has taken the raw data and provided some analysis on teacher survey.

Looked at anything that deviated by more than 15%.

Comparison according to West (students/parents, teachers)

Positives have stayed positive over the past several years.

Many concerns from years' past seem to still be concerns.

Student

Positives

Rigor

Safe

At least one concerned adult

Concerns

School cleanliness

Dealing with infractions (not fair across the board – some students)

Student behavior (classroom, hallways, cafeteria, restrooms)

Teachers...safe learning environment...we have measures to remove and adjust student behavior.

How can we improve?

Student experience expands to not just the teaching experience...look and feel of the building.

For parents, enhancing social media...

For staff...thank you letters to teachers over the summer.

If we have suggestions, bring it up and we might be able to create an action plan

The SBMT is charged with two things...student achievement and student safety.

Look at the raw data. If something jumps out, bring it up in a meeting...something can be done.

Parent concern about the bathroom on the hill...trying to figure out what to do to keep it clean.

Next meeting...finalize budget, update school improvement plan...new strategies. Any other items will be addressed.