

# WATERBURY PUBLIC SCHOOLS

## Meeting Minutes

<b>Group/Team:</b>	Crosby High School - School Governance Council		
<b>Location:</b>	Library Media Center	<b>Norms Reviewed:</b>	<input type="checkbox"/> <b>yes</b> <input type="checkbox"/> no
<b>Date of Meeting:</b>	March 1, 2016 (rescheduled from Feb. 23, 2016)	<b>Start Time:</b>	6:07
<b>Minutes Prepared By:</b>	Richard Pecka	<b>Finish Time:</b>	6:58

### Attendance at Meeting (list all team members present or not and guests)

	Name	Position	Signature
1	Jade L. Gopie	Principal	Present
2	Kerry Coyle	Teacher	Absent
3	Korena Graffam	Teacher	Present
4	Kelly Donohue	Teacher	Present
5	Rick Pecka	Teacher	Present
6	Michele Lucas	Teacher	Present
7	Doreen Graham	Parent Liaison	Present
8	Kimberly Henderson	Parent	Absent
9	Simona Carter	Parent	Present
10	Monica Holloway	Parent	Absent
11	Heather Rodriguez	Parent	Present
12	Cheryl Gatling	Parent	Present
13	Rev. Derrill Blue	Community Member	Present
14	Melitza Velez	Community Member	Present
15	Rose Reyes	Student Member	Present
16	Jasmine Roman	Student Member	Present

### Meeting Notes, Decisions, Issues

- I. **Call to Order** – 6:07 p.m.
- II. **Attendance** – See Above.
- III. **Review of Minutes**
  - All members briefly reviewed the minutes and items discussed at the last meeting on January 26, 2016. No corrections were noted.

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### IV. School/Council Events

- Ms. Graham gave a recap of the School Governance Council training on February 25, which focused on attendance. Multiple departments (English, math, etc.) gave content-specific presentations at the training.
- There will be an Ice Cream Social at Gilmartin School on Tuesday, March 29 from 6:00-7:30 p.m. for School Governance Council members across the district to meet and share ideas. Parents, teachers, students, community members and administrators are all welcome. RSVP date is March 23.
- Ms. Graham is also working with the African-American Heritage Club on an event to be hosted on March 11. Crosby will have an Activity Day schedule with a possible “teaser” of the program at the end of the school day, with the full event to be featured in the evening. (Official time is pending.)
- Doreen sends out the school newsletter once a month, and is working on a weekly email blast with reminders. She will reach out to faculty for information for the newsletter, due around the middle of the month.
- Ms. Gopie spoke about SAT Day for juniors, which is March 2. The SAT is the new state standardized test, and will be given for free to all juniors during the school day. Additionally, all students taking the test have College Board accounts courtesy of the guidance department.
- Ms. Gopie discussed the SAT Boot Camp which was hosted by Catalyst at Crosby in late February. 50 students from both 10<sup>th</sup> and 11<sup>th</sup> grade attended, and found the sessions highly valuable.
- Sophomores will be taking the Science CAPT test on March 15. All science teachers are currently reviewing CAPT strands with their students in preparation.
- The school has been actively communicating expected standards to students and their families through assemblies, Iris Alerts and letters sent home. During both the SAT and CAPT tests, phones will be collected by proctors to avoid violations of protocol.
- Ms. Gopie discussed Crosby’s College and Career Center at length, which is run by Ms. Brittany Bertola. Ms. Bertola has been setting up students with College Board accounts, organizing field trips to local colleges and universities, discussing what to expect in a college environment and bringing in career speakers from a wide variety of vocations. (Lawyers, police officers, hair dressers, electricians, etc.) Ms. Bertola has partnered with Gear Up, who has helped pay for buses for the field trips.
- Ms. Bertola has also organized the First Annual College Acceptance Ceremony, to be held on Wednesday, April 27 and 10:00 a.m. in the Crosby gymnasium. The event is to honor all seniors who have been accepted to a college or university. Crosby is the only high school in Waterbury hosting such an event.
- Ms. Bertola also hosted a College Planning Night on February 11, where parents were invited for a discussion about what to expect when their children apply for college, how to prepare, etc.
- There will be a family bingo night at Walsh on March 23 from 5:00-6:30 p.m. The event is open to staff, students and families. There is also the possibility of jointly hosting future events at Walsh, such as game nights or activities.

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- Ms. Carter is running a program after school called Voices, which seeks to help young people think about who they are and where they fit in. The program is currently running after school, with the first official group day taking place on March 1. The current focus is on female students, and the objective is to help them think about how their identity fits into the world in a positive manner. There will eventually be a boys group as well. Students participating will be given a safe, secure environment to openly discuss the topics of focus. Connecticut Junior Republic also runs a Voices program, and Ms. Velez could provide some information and resources.
- Ms. Gopie will be honored as Educator of the Year by the Waterbury Exchange Club at the Dr. Lawrence Shea Awards Banquet on Wednesday, March 30 at La Bella Vista at the Ponte Club. The program begins at 6:15 p.m., and costs \$35 to attend. Additionally, Crosby senior Kris Suco will be given a \$1,000 scholarship at the banquet.
- Ms. Carter brought up the Freshman Academy Phone Tree, in which faculty reached out to parents of 9<sup>th</sup> grade students regarding attendance issues. Many parents were grateful to see that the school cared so much, and the Phone Tree will be run again to focus on other grades.

### V. School Governance Council Election

- Both Ms. Carter and Ms. Graffam were nominated for SGC Chairperson prior to the meeting.
- All members excluding Ms. Gopie and students voted, with Ms. Carter winning the election.
- Going forward, Ms. Carter will develop the agendas and run the meetings with assistance from Ms. Gopie.

### VI. Meeting adjourned

- The meeting was adjourned at approximately 6:58 p.m.
- The next School Governance Council meeting be held on March 29, 2016 at 6:00 p.m. in the Library Media Center.

Respectfully Submitted,

Richard Pecka

Next Steps (Include action items)		
Action	Assigned to	Due Date
Send minutes to all members via email.	Mr. Pecka	3/3/16

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### Next Meeting

<b>Date:</b>	March 29, 2016	<b>Time:</b>	6:00 p.m.	<b>Location:</b>	Library Media Center
<b>Agenda:</b>	TBD				

### Meeting Minutes guidelines:

- Publish Minutes within 48 hours of any meeting
- Minutes available to all stakeholders (e.g., binders, shared drive, e-mail, website)
- Send Minutes via email to all team members