

WATERBURY PUBLIC SCHOOLS

Meeting Minutes

Group/Team:	Crosby High School - School Governance Council		
Location:	Library Media Center	Norms Reviewed:	<input type="checkbox"/> yes <input type="checkbox"/> no
Date of Meeting:	December 15, 2016	Start Time:	6:05 p.m.
Minutes Prepared By:	Doreen Graham	Finish Time:	7:05 p.m.

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

	Name	Position	Signature
1	Jade L. Gopie	Principal	Present
2	Korena Graffam	Teacher	Absent
3.	Kelly Donohue	Teacher	Absent
4	Michele Lucas	Teacher	Present
5	Kimberly Henderson	Parent	Absent
6	Simona Carter	Parent	Absent
7	Monica Holloway	Parent	Present
8	Heather Rodriguez	Parent	Absent
9	Cheryl Gatling-Galloway	Parent	Present
10	Rev. Derrill Blue	Community	Present
11	Melitza Velez	Community	Present
12	Rose Reyes	Student	Present
13	Jasmine Roman	Student	Absent
10	Cheryle Elliott	Parent	Absent
11	Carline Ferrer	Parent	Absent
16	Doreen Graham	Parent Liaison	Present
17	Michael Veronneau	Teacher	Present
18	Eric Latronica	Teacher	Present

WATERBURY PUBLIC SCHOOLS

Meeting Minutes

Meeting Notes, Decisions, Issues

I. **Welcome/Crosby Updates**

Meeting commenced at 6:05 p.m. Principal Gopie welcomed all guests.

Special welcome to our new Teacher members Michael Veronneau and Eric Latronica. She made a brief mention of sad news re student who passed away, bereavement supports were provided for staff and students.

Mr. Veronneau gave an overview of Crosby's participation in the District Working Cities event November 15, 2016. Describing that the city has an opportunity of receiving a 300, 000-500,000 grant based on the result of that activity aimed at creating a better Waterbury and show pride in our community. He added that Crosby students were invited to participate. Their responses was submitted to the District for consideration

Mr. Latreonica continued with a description of his take away from participating. He included that he enjoyed the experience of how it clarified for him what concerns Waterbury families.

Mrs. Velez spoke about how CJR works with Crosby with respect to building relationships, partnering on educational plans. Working on ways for CJR to become more involved in what's working at Crosby, and how that can be used in other schools in the district.

II. **SGC Focus 2016-2017**

- Document provided (CSDE Accountability System, Crosby 9th grade Academic Status, Crosby Attendance Patterns by Grade, 2017 Midterms exam schedule)
Mrs. Gopie opened the floor for discussion on our focus for this year; current primary concerns continue to be student attendance and parent engagement.
- Crosby CAT (Chronic Absenteeism Team) continues to work on reaching students and parents on improvements. Students who have no attendance issues are not targeted for home visits. Ms. Carter our SGC Chair & Attendance Coordinator does home visits, on occasion Principal also does visits. One hundred and ninety-nine students had perfect attendance for our first marking period. Awards ceremony was held on November 21st. Texas Road House provided us with gift cards for student incentives. Community Partners have been invited to participate in the weekly CAT meetings.

III. **Crosby Data**

Mrs. Gopie gave a summary of CSDE accountability requirements. Our 9th graders on track academically as of 1st marking period.

WATERBURY PUBLIC SCHOOLS

Meeting Minutes

- Regarding midterm exams, students may stay behind to take test, we need to confirm bussing regarding providing transportation.
- PSAT scores were released on December 16, SAT scores are still pending.
- Standardized test scores are uploaded into Naviance & College Board for parents and students to access. There are school-wide efforts to use KHAN Academy as well.

IV. School Compact & Parent Involvement Policy

Documents provided (Title 1 overview, district parent involvement policy, Crosby compact, parent engagement survey/parent engagement activities pending)

Ms. Graham gave overview of parent engagement events to date including activities initiated by Administrators/Guidance/College & Career Center:

- Walk for Success
- Freshmen Orientation
- SGC Elections
- College Fair
- Financial Aid Night
- Parent Computer Classes
- CAT Focus
- Annual Title 1 Meeting/ProgressBook Workshop
- Title 1 Target activities pending attached to survey

Committee input is needed to complete Crosby parent involvement policy using district policy as a guide. Current compact looks complete as is; however, team may suggest any revisions/updates. Members were asked to write their comments on the policy & compact and returning it for consideration.

Committee Suggestions:

- Target specific groups e.g. Naviance/ProgressBook to 9th grades
- PSAT/SAT Workshops on time-line with testing
- Parents will come out for activities that focus on students' achievements
- Possible staggering times of day for different events to accommodate parents with differing schedules
- Personal/one on one contacts helps with hard to reach parents
- Buy in by staff (mention/invite parents they meet with about upcoming engagement opportunities.
- Invite parents to be a part of a class e.g. woodshop, technology
- Continue parent survey at least annually
- Invite current parents to participate in Walk for Success next year

Committee Questions/Concerns:

- Q - Can data from Walk for Success to track effectiveness?
A – In process, we are working on collecting the data from that activity. This is our second year. Parent feedback is positive thus far, they were impressed that Crosby took the time and resources to reach out to them.

WATERBURY PUBLIC SCHOOLS

Meeting Minutes

- Q – Can progressbook use be tracked?
A – It tracks date & time of login, no data currently available re total number of parents logging in. We will be switching over to powerschool next year.
- Hard to reach parents tend to be the parents of students who need improvement & students doing well parents don't see the need.
- Maybe we could ask parents who want to participate and not able to make the meetings/events; to help us with getting donations of incentive items.

Meeting adjourned at 7:05 p.m.

Next Steps (Include action items)		
Action	Assigned to	Due Date
Send minutes to Mrs. Gopie via email.	Doreen Graham	?????

Next Meeting					
Date:	January 19, 2017	Time:	6:00	Location:	Library Media Center
Agenda:	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