

# WATERBURY PUBLIC SCHOOLS

## Meeting Minutes

|                      |                                 |  |              |           |
|----------------------|---------------------------------|--|--------------|-----------|
| Group/Team:          |                                 | <b>Waterbury Career Academy High School Governance Council Meeting</b> |              |           |
| Location:            | Virtual                         | Norms Reviewed:  | X yes        | no        |
| Date of Meeting:     | December 16, 2020               |  | Start Time:  | 6:00 p.m. |
| Minutes Prepared By: | Asia Montgomery, Parent Liaison |  | Finish Time: | 7:00pm    |

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

| Name                    | Position          | Signature |
|-------------------------|-------------------|-----------|
| 1 Jade L. Gopie         | Principal         | x         |
| 2 Ester Hartzell        | Teacher           | x         |
| 3 Laura Thomas          | Teacher           | x         |
| 4 Kara Riley            | Teacher           | x         |
| 5 George Webb           | Teacher           | x         |
| 6 Blanca Coyt           | Parent            | x         |
| 7 Melissa Labbe         | Parent            | x         |
| 8 Sherley Pem-Hill      | Parent            | x         |
| 9 Kathy Taylor          | Parent            | x         |
| 11 Kevin Taylor         | Parent            | x         |
| 10 Fatima Aly           | Student           | x         |
| 12 Ashley Gallego-Calle | Student           | x         |
| 13 Asia Montgomery      | Parent Liaison    | x         |
| 14 Greg Neal            | Community Partner |           |

### Meeting Notes, Decisions, Issues

Mrs. Gopie and committee began with welcome and introductions of members. Introductions were followed by discussing and agreeing upon meeting norms.

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Mrs. Gopie discussed the purpose and importance of the School Governance Council. A PowerPoint was presented to members during the discussion.

Ms. Montgomery introduced the Parent Involvement budget, and pointed out that there was additional money to spend with the current year's budget due to the cancellation of previous school year events because of pandemic.

After discussing how money could possibly be allocated, members brought up a concern of buying print materials while being in a pandemic. Ms. Montgomery informed members that PDF versions of some of the materials can be purchased in lieu of print. PDF versions of resources could then be posted to Parent Square, School website etc.

Student members discussed a need for college to be a focus earlier in high school (9th grade year). Members discussed admissions counselors visiting and presenting to students. Members discussed targeting seniors with resources on finance, as well as the students who do not want to attend college.

| Next Steps (Include action items) |             |          |
|-----------------------------------|-------------|----------|
| Action                            | Assigned to | Due Date |
|                                   |             |          |
|                                   |             |          |
|                                   |             |          |
|                                   |             |          |

| Next Meeting |                  |       |        |           |         |
|--------------|------------------|-------|--------|-----------|---------|
| Date:        | January 20, 2021 | Time: | 6:00pm | Location: | Virtual |
| Agenda:      |                  |       |        |           |         |

**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