



## SCHOOL LEADERSHIP TEAM (SLT)

### MEETING NOTES – January 16, 2020

#### **ATTENDEES:**

Dr. Tracey Harrill (Principal)  
Jodie Whittington (Assistant Principal)  
Patrick Sahd (Teacher)  
Meg Dancausse (Parent)  
Jewel Abbott (Counselor)  
Betsy Grant-Kaperonis (Parent)  
Madeline Drayton (Teacher)  
Christa Duncan (Teacher)  
Scott Fernandez (Teacher)  
Paul Modine (Teacher)  
Amy Johnson (Parent)  
Kelly Reed-Keeling (Parent)

Candi Showalter (Teacher)  
Mitzi Lynch (Parent)  
David Levin (Parent)  
Dawn Webber (Parent)  
Deron Hablutzel (Teacher)  
Ann Hopkins (Teacher)  
Meredith Trail (Teacher)  
Thomas LaJoie (Teacher)  
Julie Knafelz (Parent, PTSO rep)  
Robyn Wolkofsky (Parent)  
Kaysi Dixon (Parent)

#### **Members Not in Attendance:**

Michelle Plaisance (Parent)  
Chris Tassy (Parent)  
Kathleen McDonough (Teacher)  
Keith Patton (Teacher)

Elizabeth Fairweather\* (Teacher)  
Richard Turski (Teacher)  
Rebecca Kurtz (Parent)  
Andrea Wise (Teacher)

*\*maternity leave*

#### **Guests:**

Sean Strain (Parent/CMS School Board member)  
Margaret Marshall (CMS School Board member)  
Stacie Ellis (Parent, PTSO President)

Lindsay Walker (Counselor)  
Dr. Yolanda Holmes (CMS)  
Jocelyn Wilson (CMS)

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#### **MINUTES:**

##### **OPENING – Welcome & Meeting Reminders**

- Keep discussions on-topic
- Raise hands to speak
- Be respectful of each other
- Be collaborative

**\*SCHOOL LEADERSHIP TEAM works collaboratively with the principal in four critical areas:**

- **Planning** – CMS determined the five indicators used throughout district
- **Management** – Team provides info/input into the writing of the SIP. Monitors implementation, focusing on the four critical areas rather than picking and highlighting certain responsibilities as a focus.
- **Communication** – Serve as a liaison and follow up as necessary
- **Evaluation** – At conclusion of year, write an end of year report (due June 30) with preliminary year-end data.

\* The science department uses most of a school's allocated budget. We receive about \$46.00 per student in the Instructional Budget.

Question: Should the determining of priorities be discussed by the team?  
(Levin)

\*Departments prioritize needs by critical and necessary, to desired

**SEVEN CORRELATES OF EFFECTIVE SCHOOLS – Standard at CMS which is part of the Revised Board Policy for School Improvement Plans.**

- Strong Instructional Leadership
- Clear and Focused Mission
- Safe and Orderly Environment
- Climate of High Expectations
- Frequent Monitoring of Student Progress
- Opportunity to Learn and Student Time on Task
- Positive Home/School Relations

## **SCHOOL IMPROVEMENT PLAN UPDATE**

*A4.06 – ALL teachers are attentive to students' emotional states, guide students in managing their emotions, and arrange for supports and interventions when necessary*

**Sources of Strength (SOS) Monthly Campaign Themes (Walker)**

- September – SOS week
- October – Trusted Adult
- November – Thankfulness Challenge
- February – Connect
- March – Generosity
- April – We Belong

- May – What Helps Me
- Ongoing campaigns include Music Mondays, Greeters, Thankfulness acknowledgements

### **Providing Resources to & Communications for Support (Abbott)**

- National Hotline Posters in bathrooms
- Pocket Cards with resources (kids encouraged to snap photos with their phones). Every student was provided with a card listing national resources.
- Local resources also provided
- School staff provided with instruction for dealing with after-hours crises
- Working towards making environment of counseling offices more therapeutic and less institutional (i.e., paint, décor).
- School-Based Mental Health program (LPC) available as needed
- “Counselor’s Corner” begins last week of January (thru May) offering monthly topics of information provided to students via the morning announcements:
  - February – Coping with problems (positive skills)
  - March – Mental Health (anxiety, stress, depression, etc.)
  - April – Get yourself together
  - May – Relationships (personal & professional)
- \*CMS approved a part-time 504 plan coordinator for PHS – to be shared with Community House Middle School – and an additional School Counselor. This position is as a result of new funding from Mecklenburg County.
- App worth looking into: “I’m Not OK” (Danceusse)
- There’s a stigma about using mental health counselor. How can we help? (Wolkofsky)
- SOS February Connect Campaign will be sponsoring a 5k run/walk. There will be community resources there about how we connect with each other (Duncan)
- MAKE DIFFERENT VOICES MORE PROMINENT (counseling, non-college track opportunities, etc.) (Walker)

*E1.06 - The school regularly communicates with parents/guardians about its expectations of them and the importance of the curriculum of the home (what parents can do at home to support their children's learning).*

\* Parent partnership is strongly encouraged

\* Help parents help their kids

### **Action Steps for Family Engagement (Whittington)**

1. Teacher Websites – All to be linked to PHS Homepage by March 1 (halfway done). Note: Some teachers have password protected website content, so there will be several sites with general content only.
  2. PowerSchool/Grades
    - Teachers will update grades in PowerSchool within 10 days of assignment (the exception is a lengthy essay or project which would take the teacher longer than 10 days to grade – for all of their students).
    - Dr. Harrill performs monthly departmental checks
  3. Encourage Parent Portal Access/PowerSchool but also caution for parents not to overly micromanage their child. That could create an adversarial relationship between parent / child.
  4. Inform parents of various meetings for curriculum, athletics, clubs, events, etc. via the weekly school newsletter, PHS MEWS
  5. Stress importance of Parent Workshops to foster engagement. Most of these workshops request attendance by parents & students – encouraging partnerships in the education process
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- Next parent night is Sophomore Night (Jan. 30)
  - Class night turnouts are packed
  - Important for parents/child to attend so that the “same” information is heard
  - Financial Aid Night can be informative to both parents and child
  - ALL parent workshops are open, regardless of grade child is enrolled in
  - Events are posted on Instagram, Mews, and school website.
  - Counselors will begin to post on Instagram also
  - Create a one-sheet with the opportunities for parents to engage and learn expectations
  - PowerSchool – Advice on proper usage would be helpful (Wolkofsky)
  - Dr. Harrill will send simple directions for utilizing PowerSchool in The Mews. This is posted on the website also.
  - Multi-Tiered Support System (MTSS) – Important that full implementation is determined by FAM-S survey questions 20 & 21 and the MTSS team assessment (Keeling).

**NEXT SLT MEETING DATE**

**Thursday, February 20, 2020 at 2:45 p.m.**