

Heights High School

Shared Decision Making Committee Meeting Minutes

November 28, 2017

Present: Principal: Wendy Hampton
Dean of Students: Dr. Yul Everline
IB Diploma Coordinator: Cristina Bagos
Campus Instructional Technologist: Tisha Mesa
Teachers: Rebecca Ozuna, Warren T Johnson, Mark Johnson, Christopher Walton, Natasha Cruz, Fernando Fernandez; Nicholas Jefferson, Khoon Tan, Vesta Pears
PTO President: Leslie Ball
Community Members: Peter Marmo, Anne Sloan

- I. Call to Order & Roll
 - The meeting was called to order at 4:07 pm
- II. Campus Updates:
 - a. IB Program: Ms. Bagos
 - IB Middle Years Programme(MYP): groups are working on new unit planners to be submitted for evaluation.
 - 96 students have been registered as IB Diploma Candidates. There are 56 Juniors and 40 Seniors. 60 more students are in Pre-IB classes.
 - Ms. Pickney is working on the IB Career Programme (CP) application which is due in April.
 - b. Power Up: Ms. Mesa:
 - Over the Thanksgiving break seven laptops was reported lost or damaged.
 - We are a phase 2 PowerUp School, which means we are expecting new laptops during the 2018-2019 school year. Teachers are expected to received theirs during the two-week August Professional Learning and students are expected to received the NEW laptops January 2019. Until then, students will given the same laptops we have

this year.

- c. Magnet: Mr. Wagner wraps up magnet recruitment this Saturday (December 2nd). Applications for the magnet program is due DEcember 8th. Two more Heights High School tours are scheduled, November 30th and December 7th. March 22nd is the day students will find out which magnet school they are accepted.
- d. Budget Update: Final budget conferences was held this month. Heights received additional funds through due to increased enrollment and because of closed position.
- e. Staffing Update:
 - Mr. Robert Michaels-Johnson is the new Principal at Hamilton Middle School.
 - Magnet Secretary Ms. Leticia Caballero is leaving to be the head secretary at Memorial Elementary, her position will be open.
 - Geometry position is now open and Ms.Hampton is reviewing applications. Please thank Mr. Michael Partridge, Ms. Valerie Moctezuma and Mr. Khoon Tan as they are filling in until there is a new hire.

III. Old/Unfinished Business

- a. Ad Hoc SDMC Committees are being formed. There needs to be a SDMC member chairing the committees.
 - Mr. Mark Johnson, Ms Natasha Cruz and Mr. Nicholas Jefferson have formed an Intervention committee to improve student intervention within the classroom and throughout the campus.
 - Ms. Cruz will send out a staff wide calendar invite to ask those interested to participate with concerns, ideas and solutions at next meeting.

IV. New Business

- a. Intervention Assistance Team (IAT): Ms. Hampton

- This year the district is using a Universal Screener program called Renaissance 360 (R360) to help screen, identify and monitor students who may be struggling with Literacy and Math. Monitoring is a challenge since the master schedule was already set and the requirement is to have a set time each week for interventions within the school schedule. Saturday school and after school tutorials do not count for this time.
 - Tier 2 students - 90 minutes and Tier 3 students- 120 minutes.
- b. Intervention Schedule for Spring 2018:
- Right now, campus is using Khan Academy, Achieve 3000 and R360 to help with interventions
 - There are three solutions to look at for next semester:
 - Option A - each day a subject will be assigned for intervention, for example: Monday all ELA classes, Tuesday all Math classes, etc.
 - Option B - small group instruction
 - Option C - Assign Two days for the elongated advocacy schedule (Tier 3 students is about 240 students - Tier 2 900)
- c. 2018-2019 Master Schedule: We are reviewing different options for next year's master schedule, however we need to keep in mind the following:
- A schedule that will be effective and interventions are successful
 - Look at flexibility
 - If we go to an 8 period day- we need to look at the space and staffing. This school year, we have seven teachers floating.

SDMC welcomes feedback and suggestions from parents, teachers and staff for the next meeting.

d. Dress Code for Spring 2018: We will go back to uniforms starting in January. As a trial run, we will include the following pant/skirt color options: Black and Navy. However, this does **exclude denim**.

e. Dress Code for School Year 2018 – 2019: An Ad Hoc committee will be formed to review next year's dress code. Ms. Mesa will send out an email to the campus.

f. Grading Policies and Concerns: One of the biggest concerns from parents are grades. Grades are not being inputted in a timely manner and the policy is two grades per week.

V. Other

a. Parking: Students parking on the second floor of the parking garage or on the neighborhood streets has become a problem. The spaces on the second floor are for teachers and visitors. We are looking for incentives to encourage students to park in the correct parking area.

- Suggestions:
 - assign students a numbered parking space in the student parking lot. Then do a weekly drawing; the winner will allow the student to park upstairs for a week in a special spot.
 - Assign parking spaces and allow the students to decorate their own space.

b. Safety:

- students are leaving campus for lunch
- Did you know? There is a special button in a teacher's classroom on the wall by the door? This button should only be used for emergencies. Once the button is hit, it rings the front office and help will be on the way.

VI. Calendar Review:

- December 1st, The Lifeskills Christmas Party
- Check out the [Heights High Happening calendar](#) on our website and [Heights PTO](#) website
- Follow [@ghostofHHS](#) on Twitter for the latest news and updates

Next Meeting:

- Next meeting date: January 16, 2018, 4pm at Heights High School Principal's Conference Room.

Meeting dismissed at 5:23pm