

2017-2018 Tucker School Council Meeting

Date: September 6, 2017		Recorded by: Aerin Cole
School: Tucker High School		Meeting Type: School Council
Next Meeting Information		Time Convened: 6:36 p.m.
Date: November 1, 2017		Time Adjourned: 8:06 p.m.
Time: 6:30 p.m.		% of Members Present 67%
Room: Principal's Conference Room		Current Council Size : 8

1. **Meeting Location**- Principal's Conference Room
2. **Meeting Location** – Principal's Conference Room
3. **Roll Call:** Aerin Cole, Shawn Duncan, Brenda Kennell, Patrick Turner, Joseph Watkins, Principal Tamra Watts.
Absent – Bridget Johnson and Andre Kennebrew

Visitors – Laura Stowell, DCS Director of Charter Schools and School Councils
Trenton Arnold, Regional Superintendent Region II
Kina Champion, School Council Coordinator
Joe Ani – Parent/Community Member
George Greene, AP Discipline – STEM
Ms. Foster, AP Assessment and Special Ed
Mr. Harwell, AP Instruction - IB
Mr. Emanuel Lewis, AP Attendance, Athletes

Opening and Agenda Reports

a) Approve minutes

Establishment of Quorum documented and Minutes for the July 10, 2017 were distributed for review. Joseph Watkins motioned to accept the minutes as presented, the motion was seconded by Aerin Cole.

b) Action Items

- a. **2017-2018 School Council Meeting Dates** discussed. Principal Watts notified the Council that the dates were published on the Tucker High School Council web page.
- b. **Communication Protocol Discussion.** Principal Watts detailed the numerous modalities utilized at Tucker High School for communication: Calling Posts, Electronic Signage, Email, Website, Facebook, and Written Correspondence. Additional discussion surrounded communication resources available are Teachers, Department Chair, Principal, and Regional Superintendents.
- c. **School Council Communication Protocol:** School Council web page has a "Contact Us" button. The button is linked to Principal Watts. Council discussed possible perception of lack of transparency with Council email being forwarded to Principal Watts' email given ongoing concerns from multiple school stakeholder groups including Students, Parents, Community Members, Teachers, Staff, and Coaches. Ms. Stowell then presented Power Point with information surrounding expected Council communication protocols. Council email box required to be a DCSD employee. Ms.

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Stowell and Mr. Arnold cited open/public records laws and advised the School Council against utilizing email and suggested all issues should be phoned to Principal Watts directly versus communicated via email. Ms. Stowell stated the need to move away from “anonymous” email communications. Ms. Stowell communicated the numerous vehicles available on DCSD website for Teachers and Administrators to seek assistance and stated DCSD has an employee hotline. Ms. Stowell, Mr. Arnold, and Principal Watts requested that all email go through Principal Watts and that she would forward pertinent information to the Council as needed. Mr. Watkins offered his email to aid in calibrating transparency. Council Chair Brenda Kennell suggested that there must be a second public facing email address box to support the Principal and School Council. The Council decided to table this discussion for additional research pertaining to utilizing the current Tucker School Council email address as the “Contact Us” link on the School Council webpage.

c) Adding of Public Comment To Future Agenda

- a. We discussed protocols to include a public comment section at the next meeting open to the public to field comments and concerns taking the responsibility off of the School Council to serve as the information conduit. Ms. Stowell then pulled a script from the Governance web page for the Council to review as a template for the Public Comment process.
- b. Council Member Joseph Watkins suggested a “blog” type link for the School Council web page for the public to post comments versus an email address link to the Principal or the School Council.
- c. Joe Ani a parent community member responded to an email public notification of the School Council meeting and decided to attend.
- d. Principal Watts informed the group that she would post a position seeking nominations for the open Teacher Council Member vacancy, and at the next Faculty/Staff meeting hold a vote for the selection of this post. If this nomination process is not successful, Principal Watts stated she would appoint someone to the role.

d) Election of Members To the School Council 2018-2019

- a. All current 2017-2018 members are in their second year of service. Ms. Champion then advised adoption of the new electronic voting process currently being piloted in several schools this year in DCSD.
- b. The goal is to drive more parents to Infinite Campus to foster a healthy and competitive electronic election process.
- c. The Council offered to assist Principal Watts with the election process and to stagger several current members to establish a rotation of members that roll on and off the Council each year.

e) Information – Principal's Report

- a. Principal Watts introduced the 2017-2018 Administrative Team:
 - i. Dr. Allen – AP Facilities and ESOL
 - ii. Ms. Foster – AP Assessment and Special Education

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- iii. Mr. Greene – AP Discipline and STEM
 - iv. Mr. Harwell – AP Instruction and International Baccalaureate
 - v. Mr. Lewis – AP Attendance and Athletics
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- b. The Administrators departed the meeting.
 - c. Current enrollment – 1836
 - d. Principal Watts mentioned a slow post Labor Day holiday enrollment in comparison to prior years.
 - e. Parent Survey results disseminated by Principal Watts. Discussed verbally as Power Point slides were indecipherable due to printing error. **See Examples Attached*
 - f. Academic Update – Master Scheduling completed.
 - g. IB Senior English Teacher identified and implemented
 - h. STEM classes now predominantly all STEM students. A few non-STEM students remain due to schedule balancing needs.
 - i. Cohort B STEM 9th grade students are running together as an advanced cluster of ten students each.
 - j. Five classrooms in the building have more than thirty four (34) students and will continue to work to alleviate via focus on Physical Education (Coach Lamar) reducing student enrollment numbers per class.
 - k. School Safety Update - All information updated, Crosswalk guard in place.
 - l. Attendance Office moved to the bottom of the B Building.
 - m. Personnel trained to serve as back up for Discipline and Attendance.
 - n. Moved Attendance from the front office to alleviate traffic in front of the building.
 - o. Principal Watts apologized to the Council for communication issues citing problems with her email. Provided her cell phone number to all Council members.

Action Items

- a) **Council to review worksheets explaining open meetings in preparation for public comment section for the November 2017 meeting.**
- b) **Make sure to provide a copy of the minutes to Ms. Lisa Carlisle to be archived.**
- c) **Mr. Arnold urged attending the next Lakeside High School Council cluster meeting to adopt a similar Council cluster for Tucker High School and feeder schools.**
- d) **School Council email box follow up and potential Council feedback blog.**
- e) **Advertising campaign for student achievement.**
- f) **Identify avenues for Principal Watts to utilize the Council to build bridges to the Community.**
- g) **Ideas to encourage additional parent participation for the Title I meetings.**
 - a. Title I money pays for math and science instruction coaches, credit recovery summer program, and needed teacher software.
 - b. Principal Watts urged participation in the Title I meeting scheduled for the next night that has historically had poor parent attendance. Lisa Carlisle's description of Title I on the Tucker FB page was excellent.

Adjournment

Meeting Adjourned at 8:06pm