

# Hamilton CSC Meeting

**Date:** April 9, 2019

**Time:** 5-6:30pm

**Location:** Hamilton Conference Room

**Present:** Dr. Christian Sawyer, Heather Wilson, Robyn DiFalco, Natasha Forrest, Martha Gomez, Candace Lewis, Carolyn Leahy

**Absent:** Trista Fussner

Notetaker was Candace Lewis until 5:20

Notetaker was Robyn DiFalco after 5:20

5-5:45pm Agenda Items:

- Gratitude recognitions
- Reviewing our norms, roles, mission, and agenda
- Principal Update for CSC, including the following updates:

## Exciting moments accomplished as a community

- African American Girls' Summit
- Holocaust Survivor visited 8th grade
- Pep Rally for CMAS Inspiration
- National History Day State Qualifiers
- Teacher leaders recognized as district leaders in profession

## Start Time/End Time for next year

- It's official, announcing next week
- Start time will be 9am, end time either 3:45 or 4pm, depending on transportation -- considering idea where bus riders will get a snack at 3:45 and then busses come at 4.
- Working on morning supports for early arrivers (7:45 - 8:45am)
- We know many families support this but there are families who don't like this change so we're trying to present a complete "package" of options to present to families when it's announced next week.

## Design Advisory Group

- Next meeting is Thursday, April 18
- Need more input from wider audiences
- We have funds allocated that we can use anywhere in the building. Brief discussion about some of the topics being considered and how to get more engagement from the Hamilton Community.

## Task Force for African American Equity

- Work is primarily launching the Girls' Summit as mentioned before
- Also working on hiring and but we don't have many positions open this year.
- Had a well attended parent advisory council.
- Task force is trying to work with faculty on how to address the feeling from AA students that discipline can be "inequitable" across race.

## 5:30 What does effective school communication look like?

- Goal is to do an analysis of what's working with our communication, what's not working at HMS, and then identify core commitments and specific examples of school communications they think we should pursue for next year. We've worked really hard as a school to improve our communication, but we need collaboration with you to envision what "even better" would look like.
- Blended learning grant, implemented Schoology

- Launched the Husky Herald - positive news
- Heads up newsletter
- Website has been updated (new site this year compared to the old site last year)
- School Deets
- Community Liaison position and the importance of this role
- Invested in Translators, multilingual announcements, etc.
- School safety issues -- communicating transparently
- On Track / Off Track letters going home
- Communication between teachers

What does ideal communication look like for us?

- TJ's & GW's emails that go to families: a member has been paying attention, with an 8th grader considering high schools and has noticed things that highlight great things happening at GW vs TJ is pretty dry
- Our Husky Herald is more like GW's because we're contracting with the woman at GW who does that.
- Social media -- yes, we should have some, what that looks like requires more discussion
- Sometimes like getting a letter home; sometimes forget to check digital info
- Parents may prefer tech vs paper so if we offer more
- Have about 1000 parents getting the email newsletters and about 30 percent open rate
- School Deets - about 49% engagement rate
- Clubs & Coaches to be fully utilizing School Deets, esp for last minute info about cancellations.
- Idea: Schoology can be for academics & extracurriculars should be another source.
- In past years, kids had "Planners" (like paper calendar notebooks) and kids and parents could look at it together, like the AVID binder. Kids can lose their paper-based organizational skills because everything is on the computer.
- Do we know what parents like the most? Survey? Do parents even know that we have these strategies? ELA PACs, we ask the parents and they have no idea we're doing all this at all! Some of these families don't know how to log in to schoology, parent portal, etc.
- And dealing with the same thing in the African American Task Force. Maybe need to do a booth to help get parents set up with School Deets or whatever.
- School Deets, summary from Heather on how a full-launch is rolled out at a campus, all the feeder schools and the high schools are on so for Hamilton, we have people already.
- We need to TEACH our parents that these options are available.
- Dr. Sawyer summarized some key take-aways and Next Steps

6:25-6:30pm

· **Observer's comments and next steps** -- Ms Gomez: All engaged and participated in discussions, we came up with next steps, and we followed our norms today.

**Next Meeting:** Tuesday, March 14 from 5:00 - 6:30 pm