

Hamilton CSC Meeting

Date: May 14, 2019

Time: 5-6:30pm

Location: Hamilton Conference Room

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

Absent: Trista Fussner (had an emergency medical appointment), Candace Lewis

1. Opening (10 minutes)

- Grounding our Work in our Norms - review, thoughts and comments.
- CSC Mission Statement - re-grounding ourselves in this mission and questions/comments -- comment that we didn't achieve the goal of including our broader Hamilton community in CSC, in an open forum way. Another comment noted that we need to plan for it because start of year is so busy with budget revise after census. Another comment that a quick summary could go in the Husky Herald informing about topics discussed (Robyn, as secretary could provide this monthly). Another comment about how some people may not be comfortable walking through the door so how we open the space to others matters. Another comment was that this is really an advisory committee to the principle, not a space for "airing of grievances".

2. Principle Update: Exciting Progress

- Ms. Myer has been nominated for National History Day Teacher of the Year. Winners to be announced at end of June.
- Art Show happening this Thursday.
- ACCESS re-designation : our student scores came back and 40-50% of our ELLs automatically qualified for re-designation, which means analysis for exiting ELLs programming.
- CMAS completion rate: we focused not just on participation but on completion -- that every student gets the opportunity to complete every component. We hit 95% completion! Huge accomplishment!
- AVID progress with recruitment -- AVID is the "how we do school skills". Erik is taking this and running with it. Kids want to be a part of AVID.
- Multicultural Night -- full of people, the energy in the room said "this is a safe place to celebrate diversity!"
- Asian Education Advisory Council -- Hamilton had 3 full tables of students and teachers. It was at a nearby hotel. Mrs. Shaw received a proclamation recognizing Asian American History Month (May) which was shared at Multicultural Night.
- Super Citizen Awards -- This is really an amazing way to celebrate our students' achievements. Teachers wrote poems and made artwork to recognize the amazing students who were awarded.
- MYP Consultant visit -- students were in the community room and when asked what was most important, what represents Hamilton, they said "our diversity" and this was completely unprompted.
- Shakespeare Festival - three groups from Hamilton performed
- African American Girls Summit and fashion show -- was amazing!

3. Planning for 2019-2020

- **PLC model (Professional Learning Community) mornings before school**
 - (This is what a later start time allows our instructional staff to do in mornings!)
 - Mondays: Collaborative Planning or data teams, SPED team meeting
 - Tuesdays: MTSS / Scholar Success -- Special Ed, ELD, Social Workers, all in the room together
 - Wednesdays: Faculty Meetings -- the whole team together; PDUs (Professional Development Units) happening mid-day so teachers can progress along the pay scale and not after-hours, Vertical Plan
 - Thursdays and Fridays mirror Mondays.
 - We'll be working smarter on behalf of our students!
- **Lunch Community: academic zone, detention zone, celebrations** (*all teachers on duty*)
 - If kids are not on track, they go to academic zone for supports.
 - If students have a behavior issue, they are referred to detention zone
 - Celebrations: weekly rewards for those with no issues
- **Morning Supports: for early arrivers (7:45-8:45 am)**
 - **Study hall situation in the cafeteria in mornings for early arrivers (Missed more details on this)**
- **Advisements needed: Hoodies, binders, cell phones** (Asking for inputs from the CSC)
 - **Hoodies** (and hidden headphones) -- discussion about how to address the issue of "hoods up" and how to have consistent enforcement and appropriate low-level consequences. How to address this in a culturally sensitive way. Discussed the challenge that hoodie sweatshirts are about the only pullover/sweatshirt that is in fashion / available these days. For some kids, this might be only warm "jacket" item. It's a dress code issue. Need to bring the dress code to all stakeholder groups, from the SLT to the Student Council, to African American advisory group and other groups for input/buy-in. Teachers are very frustrated currently; needs to be enforced consistently. Can the policy have a "natural consequence"? For example, if the dress code clearly says "no hood up" and a student is caught with hood up, then the hood goes in the locker for the rest of the day -- if the weather is cold, they will regret losing their warm clothing.
 - **Binders** -- Decision to go back to having a 3-ring binder and a paper planner for students to gain skills with organizing their academics. We got funding for binders and planners for all students so families don't need to buy next year. Concern was voiced about the amount of space on small student desks for both a Chromebook and a binder. And they'll have to carry both. Also budget comment: having binders will result in more paper/toner costs to the school. Question: What's the ultimate goal? To help kids work on organizational skills. The entire SLT is resolute that the AVID binder is the tool they need. Can we use the binder to master differentiation that each student needs? Comment that some kids may learn they have a preference for one organizational system over another but they won't know they prefer a paper-based system over digital unless they have the option to learn. Handwriting is something they're not practicing currently. Graphic organizers happen on paper. Support different learning styles. Preparing for 21st century skills. Focus on the outcomes and how to achieve that. When communicating to families, be sure to share that the research shows "X".
 - **Cell Phones** -- proposing that phones are checked at the door, deposit in a bucket/basket in the classroom, returned at end of class. Because consistently having problems with phones being used during class. Clarifying questions: about what is the current policy? Question about whether parents will feel there is a safety concern if kids don't have access to their phones during class. But they will have access after class.

4. MYP Update – IB, “Middle Years Programme”

- Following our consultation visit on May 9, 2019, we’re reviewing where we stand in our authorization. We are going for authorization next year. Have to get in the whole child team -- how does the social worker connect to MYP, Have to make tweaks to our master schedule
- Eileen needs input on the Academic Honesty Policy, the Special Education Policy, and the Language Policy. Please look at these and send her your input.

Here is Eileen’s video to share with the group. <https://youtu.be/YZjL8-YKtHw>

5. Design Advisory Group (DAG) Update

- DAG has been meeting since February 2019 with combination of faculty, staff, parents, student council, and some DPS staff helping to facilitate the process. The project budget is almost \$2.5 million. The latest meeting was May 16 and we reviewed our list of “Must Do” items that will be funded and prioritized some additional items that will be funded depending on the cost of bids for the “must do” list. FYI, DPS prefers to bid projects in fall (November) for the following summer. This yields the most competitive pricing.
- The “Must Do” list includes
 - renovation of restrooms (nearly all in the building),
 - 4 new drinking fountains in hallway areas (Elkay “bottle-filler” fountains with chilled, filtered water) that will replace old/existing fountains, plus a new water fountain in the cafeteria and one outside the gyms,
 - Outdoor: Shade structure or pavilion / outdoor classroom space with canopy, 20x30, Basketball courts resurfaced
 - Corridors improvements (paint, accent flooring, accent ceiling), refurbishing of display cases, repair of existing lockers (est 50% nonfunctional)
 - Classrooms improvements (\$10,000 + \$5,000 for furniture, per classroom), renovation of “Home EC” classroom to become a usable space.
 - Gym flooring: TBD what is needed but it is a safety issue so \$90K is allocated to addressing
- Additional priorities are as follows in this order:
 - 1. More Outdoor Improvements: may include (TBD) running track resurfacing, new sod on fields, shade trees, rocks & natural elements for seating, landscaping, relocate basketball courts, obstacle course or other outdoor games space such as “Gaga Ball” courts.
 - 2. Safety & Security: Front entry will have a “security vestibule”; additional security cameras in needed locations, waiting area & front office reconfiguration, new flooring, privacy for communicating student records and confidential topics.
 - 3. Auditorium Improvements: new stage lighting is much needed, new seating, possibly replacing just the seat, new carpet, repairs/maintenance for sound system
 - 4. Tied between Gym Improvements & Renovation of “Learning Hub” (aka Library):
 - Gym floor may need more than was allocated above; Next highest priority is backboards and/or painting, then sound system.

- Library/Learning Hub: Electrical deficiencies to be evaluated by engineer. If repairs are needed a DPS work order should cover; Additional outlets needed for functionality. Furniture preferred over carpet.
- Next Steps: Final prioritization of alternate/additional items at May 21 meeting. Robyn & Carolyn can give more details for those who are interested. Four drinking fountains to be installed in Summer 2019, then bids for Must-Do in fall 2019, major renovation planned for summer 2020.

6. CSC Planning for 2019-20 School Year updates & input (15 minutes) –

- sharing steps planned for next year and gathering input from CSC -- Who is not continuing next year. Candace's daughter is moving to high school next year so that seat is open. After brief discussion we determined we have at least 2 seats open for next year. We have one person interested for next year. We should have an announcement in the Heads up Hamilton announcing vacancies and how to apply.
- Communication Meeting - to be scheduled before year-end so we can identify next steps before end of school year.

7. CSC principal review (45 minutes) – collaborative discussion on principal's strengths and areas of growth, aligned to DPS' framework

- Review the process --
- Christian left the room, Robyn was designated to compile input and present to Dr Sawyer, then submit to Superintendent.

Next Meeting: This was our last meeting of the year Next meeting is in September 2019