

Walhalla High School  
School Improvement Council Minutes of Meeting  
January 22, 2018

**I. Welcome**

**In attendance were: Principal Steve Garrett, Joe Rukat, T. Jason Moss, Amanda Harris, Amanda Gladys, Paul Holleran, Julie-ann Shannon, Walter Torres, Esther Phillips, Brian Ridsen, Annette Orr, Carrie Dunton, Lorilei Swanson, Dora Leonard, Jessica Duke, Laura Estes. Matthew Shannon, and Tricia Burgess**

- a. Appoint time keeper for meeting - **Thank you Annette Orr**
- b. Sign in
- c. Light Breakfast - **Thank you Mr. Garrett**

**II. Approve December Minutes – December Minutes approved**

**III. Community Highlight – Walter Torres**

**Owner of Printing Solutions in Walhalla, Buritto Shack in Seneca and opening a new business in March, Stump House Tap Room. He is very active in the community in various organizations. Highly supports students and encourages them to remain in Oconee County after graduating high school.**

**IV. Student Committee Report –**

**Mr T Moss announced that the dance was a success and due to holiday and snow no new events have been planned at this time.**

**V. Student and Teacher Comments**

**Teachers reported that the new First Semester has been a good transition. The Tuesday and Thursday incentive lunch is working well. Mrs. Gladys is hoping to tweak the schedule in include breaking down the lunches per 1<sup>st</sup> period, 2<sup>nd</sup> period and ect. She will discuss with Mr. Garrett.**

**VI. Co-Chair Report- Lorilei Swanson & Jessica Duke - Report Attached**

- a. Riley Award Announcement
- b. Recognition for Grace's Closet Donations and December Teacher Appreciation Volunteers
- c. Open House
- d. Elections Time Line

**VII. Committee Reports (20)**

- a. Communication – **Report Attached**
- b. Wellness – **Wellness fair is scheduled for March 17**
- c. Teacher Appreciation – **Report Attached**  
**Annette passed around what we will be putting in the teacher boxes for a surprise Valentine's Day item**

- d. Parent/Student Engagement – **Report Attached**
- e. Data Collection – **Report Attached**
- f. Riley Award – **Report attached**
- g. Recruitment, Retention, Elections - **Elections discussed during Co-Chair Report**
- h. Report to the Parents – **if you take a picture of an event in our school, please submit them to possibly be used in this report**
- i. Latino Outreach – **Working on flyers for Cindy Burnette for our open house this week.**

VIII. Principal Report – Steve Garrett

- **Looking at ways to improve the transition into the new semester**
- **Created a team on how to get students to remain in challenging courses including their senior year**
- **Possibly adding a new AP CAPS course**
- **Asking for volunteers for Spring sport events**

IX. Public Comment and Discussion

- **Brian Riden will be meeting with Mr. Garrett to provide more tutoring info for students**
- **Request to have the school repaint the lines in the car line. They are fading**
- **Walter Torres is on the United Way board for Latino Board – will be doing taxes and free medical checkups for low income families. Will provide links for SIC to share. It was suggested that they work with the Wellness Committee to add them to their wellness event.**

X. Adjourn at 8:50

- **See Reports Attached**

## **SIC Co-Chair Report**

Lorilei Swanson and Jessica Duke

January 2018

### **Accomplishments:**

- Level One Riley Award – Honor Roll Designation
- Interviewed with Greg Oliver, Seneca Journal
- Met with Mr. Garrett January 10<sup>th</sup>, 2018
- Identified time frame for Spring Elections
- Set parameters for SIC parent surveys during IGP meetings
- Asked Mr. Garrett to compare SIC calendar with Leadership calendar to look for conflicts
- Gained approval for SIC Family Focus Night
- Identified two guest speakers

### **To Do:**

- Support Data Committee in implementation of Parent Survey during IGP meetings in February
- Support Elections Committee in implementation of Spring Elections
- Complete portfolio for Level Two Riley Award
- Attend annual meeting in April in Columbia
- Gift bags for Open House speakers

## **Riley Award Committee**

Chair Report: Lorilei Swanson

Members: Jessica Duke, Amanda Harris, Kiley Dempsey

January 2018

### **Accomplishments:**

- Recognized as an SC SIC Honor Roll School
- Invited to the second level of competition for the Riley Award due February 12<sup>th</sup>, 2018
- Sent out Level Two criteria to committee for review

### **To Do:**

- Complete Level Two portfolio by February 12th
- Encourage SIC members to attend the annual meeting in April

## Communication Committee

Jessica Duke - Chair

Joy Duncan, Melissa Dempsey, Laura Estes, Katherine Allen - Members

January 18, 2018 SIC Meeting

### Accomplishments

- Social Media Sites:
  - Facebook: [facebook.com/WHSSIC/](https://facebook.com/WHSSIC/)
  - Twitter: [@WHS\\_SIC @WalhallaHighSIC](https://twitter.com/WHS_SIC)
  - Email: [WHSSIC@g.oconee.k12.sc.us](mailto:WHSSIC@g.oconee.k12.sc.us)
  - Website: [WHS\\_SIC](http://WHS_SIC)
- SIC Meeting dates posted to social media.
- Ongoing news articles related to SIC accomplishments being published on SIC social media.
- Met with Mr. Garret and updated school's Facebook page.
- Worked with Riley Award Committee to assist in writing and submitting 2018 application.
- Promoted the SIC student led 1<sup>st</sup> Annual Snow Ball.
- Promoted the Grace's Closet Movie Night Fundraiser.
- Promoted the SIC Canvas for Parents event.
- Promoted the Holiday Dessert Day in appreciation of our teachers.
- Promoted WHS SIC being named to the SC-SIC Honor Roll.
- Submitted quotes to the paper for news story on the SC-SIC Honor Roll.
- Created a flyer for and promoted the upcoming Open House/SIC Family Focus Night.
- Holding discussion via email to map out the plan for the future newsletter.

### Future Actions:

- Regularly remind SIC members and teachers of the SIC social media presence and request information/events to post.
- Continue to promote the social media pages and remind all new SIC members to like, follow and share with their friends to increase followers.
- Help create flyers for and share any SIC events.
- Work with school to develop quarterly or bi-yearly newsletter.
- Work with Riley Award Committee on submitting level 2 of the 2018 application.

## **Teacher Appreciation Committee Report**

January 2018

- The Holiday Dessert Day in December was greatly appreciated by teachers and staff. A special thank you to everyone who sent in food and to Lori MacLachlan for making everything look so festive.
- Two toaster ovens were purchased for the two teacher workrooms that did not have one.
- For February, the committee is planning to make Valentines with a small treat attached. The Valentines will be distributed in the teacher/staff mailboxes. The committee is asking SIC members to help assemble 200 Valentines and treats (date/time TBD).
- Although we are trying to keep costs to a minimum, we do have costs associated with some of our efforts. If you would like to make a small contribution (\$5-10) to the Teacher Appreciation fund, please give your donation to Dora Leonard or Rachel Twitty.

## **Student/Parent Engagement Committee Report January 15, 2018**

Accomplishments:

- We hosted a Canvas parent help session on Nov. 16, 2017. District office personnel came to help us, and we had several parents attend. The event was successful, but small. We'd love to increase attendance with our next session.
- We have communicated with the faculty in preparation for our 2nd annual Underclassmen Awards Night, asking them to make note of outstanding 1st semester students and revise lists of awards from last year.

Future Plans:

- We will schedule more of the Canvas parent help sessions and increase advertising.
- We will support the SIC outreach during the Jan. 23rd Open House night.
- Parents will be coming to school for IGP meetings with the counselors through February and March, so we will be working on something to display in the office during this time to promote SIC and offer engagement opportunities for parents.

Amanda Harris

## **Data Collection Committee - Report**

JoAnn Heaton - Chair

Sent Survey attentive survey questions via email to Loreli for her and Jessica review, per their request.