

Walhalla High School  
School Improvement Council Minutes  
September 14<sup>th</sup>, 2017

- I. Welcome **In attendance were Katherine Allen, Carrie Dunton, Melissa Dempsey, Elliot Wechter, John Twitty, Kiley Dempsey, Rachel Twitty, John Twitty-classic, Paul Holleran, Erin Phillips, Amanda Holden, Haley Mcanaly, Laura Estes, Dora Leonard, July-ann Shannon, Jessica Duke, Michelle Deem, Lorilei Swanson, Jason Moss, Steve Garrett, and Tricia Burgess**
  - a. Appoint time keeper for meeting **Thank you John Twitty**
  - b. Sign in
  - c. Breakfast **Thank you Mr. Garrett**
  
- II. Approve August Minutes – Tricia Burgess
  - **Added Family Event committee in the committee report**
  - **Motioned and Accepted**
  
- III. Committee Recaps 2016-2017 **Reports are attached**
  - a. Elections
  - b. Recruitment and Retention
  - c. Professional Development/Teacher Appreciation
  - d. Family and Student Engagement
  - e. Family Event Night
  - f. Publicity and Social Media
  - g. Data Collection
  
- IV. Student Representative Recap and Comments
  - **Lorilei has requested a completed roster with contact information**
  - **Meeting date has been set for Thursdays during 1<sup>st</sup> half of power hour**
  
- V. Co-Chair Report – Jessica Duke and Lorilei Swanson **Reports are attached**
  - a. Schedule for minutes, reports and agenda
  - b. Announcements
  - c. Setting the vision for school year
  - d. 2017-2018 SIC Committees
  
- VI. Teacher Comments
  - **A group of teachers will be attending the “Green Steps Program” on 9-19-17**
  - **The LEO club is sponsoring a litter free football game. Palmetto pride and the recycling center is giving grant money to help support this.**

VII. Community Member Comment

- **Michelle Deen introduced herself and announced her son will be working in the school cafeteria**
- **Julie-ann Shannon promoted Graces closet and the Wrestling fundraiser this Saturday. She welcomes volunteers and donations for students and Christmas gifts for students to select and give away.**
- **Mrs. Erin Phillips praised on how Grace closet has benefitted the students**

VIII. Principal Report – Steve Garrett - **Video Presentation.**

- a. Report Card
- b. Strategic Plan
  - **The video will be sent to SIC members by email.**
  - **Discussed ACT, WorkKeys, and SAT.**
  - **Need to improve graduation rate - Suggestion was to look at data on why students drop out and focus on retention**
  - **Parents suggested having a Jr. meeting to prepare students for their Senior year. Possible invite parents for either “coffee” with guidance counselor and/or evening meeting.**
  - **Showed and explained the breakdown of the new School Performance Points**

IX. Public Comment and Discussion

**No comment. Mr. Garrett continued with his discussion**

X. Adjourn

September 14<sup>th</sup>, 2017

## SIC Co-Chair Report

### A. Schedule (Jessica)

- Corrections to the SIC minutes are due the Friday before the next SIC meeting
- Chair reports are due the Monday before the next SIC meeting
- Agenda is published 24 hours in advance of the SIC meeting. It is sent to SIC membership and posted on the website

### B. Announcements (Lorilei)

- a. Olivia Timms was invited to attend SC-SIC event in September as the only parent liaison in SDOC actively involved in SIC
- b. Walter Torres invited to discuss the Border Adjustment Taxes in Washington DC representing the SC Hispanic Chamber of Commerce
- c. Dr. Raul Chavez, community member, SWU is joining us today through Zoom. We are actively looking into ways for community members to be more involved through technology and monthly community spotlights

### C. Committees (Lorilei)

- a. SIC members are expected to attend all meetings and be actively involved on one or more committees
- b. Please notify SIC chairs if you are unable to attend a meeting
- c. Name new committees
- d. Please sign up for a committee of your choice today
- e. SIC Chairs will identify and name committee chairs following the September meeting
- f. Committees are expected to work actively throughout the month and report progress at each SIC meeting.

### D. Vision (Jessica)

- a. Please consider recommendations from last year's committees as you set committee goals for the 2017-2018 year.
- b. Please be mindful of the WHS Strategic Plan as you set committee goals for the 2017-2018 school year.

## **Parent Involvement Committee**

Amanda Harris, Katherine Allen

### Accomplishments in 2016-17:

1. Created and posted informational videos about using Canvas for parents - were available on the school website
2. Planned and executed new evening student awards reception in May
3. Worked with athletic department to have parents sign up to assist faculty/staff with working athletic gates
4. Invited selected students/groups to be recognized at various SIC meetings (Oconee NOW group, etc)
5. Supported elections committee by helping with setup for distribution of nomination ballots at IGP meetings

### Recommendations for 2017-18:

1. More education for parents about Canvas
2. Have another evening students awards reception in May
3. Continue with parent involvement in working athletic gates
4. Continue to try working with success coaches to improve parent involvement with their students, possibly with recognition opportunities for these students

## Report to Parents Committee – Year End Recap

The 2016-2017 SIC Report to the Parents was completed and distributed to parents Monday, May 8, 2017. A Spanish version was also provided. This year's report included details around goals and accomplishments, school and student achievement and recognition, and highlights of SIC sponsored activities. New this year to the report was the school improvement council's alignment to the WHS strategic plan.

## Recommendations for Next Year

- Distribute English and Spanish versions at the same time
- Enlarge format – full size bi-fold
- Include a Student SIC section to highlight their achievements – Student SIC to develop and contribute content
- Student SIC to track and compile the “WHS Razorback Recognition and Awards” Section
- Continue emphasis on SIC's alignment to the WHS Strategic Plan
- Promote the report on the school website – run as news on the banner of the school home page

## Publicity Committee

Jessica Duke and Laura Estes, Committee Co-Chairs

2016-17 Year End Recap

### Accomplishments

- Social Media Sites Created:
  - Facebook: [facebook.com/WHSSIC/](https://www.facebook.com/WHSSIC/)
  - Twitter: [@WHS\\_SIC @walhallahigh](https://twitter.com/WHS_SIC)
  - Email: [WHSSIC@g.oconee.k12.sc.us](mailto:WHSSIC@g.oconee.k12.sc.us)
  - Website: [WHS SIC](#)
- SIC Meeting dates posted to social media.
- Ongoing news articles related to SIC accomplishments being published on SIC social media.
- Created Save the Date Flyer for the Professional Development and Teacher Appreciation Committee – Teacher Professional Development Day/Engaging Latino Families in Schools.
- Created Family Event Flyer for Open House Night.
- We promoted on our recent posting for Grace’s Closet to the Walhalla area via Facebook advertising.
- Promoted the Robotics Competition on the social media sites.
- Posted and created an Ad for the Workshop with Mrs. Whitmire.
- Press release for Teacher Professional Development Day written and published.
- Posted nomination and election ballot for new SIC members in English and Spanish.
- Posted reminders for senior and underclassmen award nights.

### Recommendations for Next Year:

- Regain access to WHS SIC email address.
- Publish reminders before each SIC meeting.
- Keep the same consistent formatting for Flyers and Press Releases as used last year for brand recognition.
- Work with school to increase their social media presence on Facebook.
- 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.

## **Elections Committee Report**

**September 14th, 2017**

### **Elections Year End ReCap**

- Successfully recruited new parents from Walhalla Middle School
- Parents are now on overlapping two year terms
- New students successfully recruited and selected by student SIC
- New teachers recruited and elected to SIC
- Teacher of the Year continues to serve on SIC
- All SIC elections conducted by May

### **Recommendations**

- Improve communication about SIC student nominations at WHS by advertising on school website, in Canvas and on commons monitor
- Improve communication about SIC parent nominations by posting on school website, in Canvas, during IGP meetings and on One Call (all available in Spanish)

## **Professional Development and Teacher Appreciation Report**

**September 2017**

### **Year End Recap**

- Offered professional development event to over 250 faculty and staff in the Walhalla United area
- Educated faculty and staff about engaging Latino parents in school by Dr. Myriam Torres
- Raised money from local businesses to provide breakfast to educators during event
- Olivia Timms and SIC volunteers catered breakfast for 250 faculty and staff
- Myriam met with a small group of Latino parents and conducted a focus group interview
- Walter Torres provided lunch for focus group participants
- Myriam shared results of the focus group with SIC
- Olivia, family liaisons and Latino parents hosted authentic Mexican luncheon for teachers in May 2017
- Karen Utter, SC-SIC attended and wrote about the event in the SC-SIC newsletter
- Olivia Timms invited to attend special training at SC SIC due to her involvement on SIC and her work as a Parent Liaison

### **Recommendations**

- Create Latino Outreach committee
- Dr. Chavez and Olivia Timms to co-chair
- Analyze and synthesize data to present to SIC
- Set 2017-2018 goals based on results of the data
- Eliminate Professional Development committee
- Create and expand Teacher Appreciation committee
- Olivia attends SC SIC Parent Liaison training on September 19<sup>th</sup>, 2017



## Data Collection Committee Report

### Data Collection Committee Purpose

Develop a parent survey and distribute to parents during IGP meetings. Survey should measure parent involvement and school climate issues related to school improvement. Data will be summarized and shared with SIC to direct future goals.

### 2016 – 2017 Year-end Summary

#### Survey Results

The committee received 120 responses to the 2017 survey. Parent's agreed or strongly agreed (94.4% or greater) that WHS was supportive and providing an inviting place where meaningful learning experiences are taking place. **The highest satisfaction rating (95.8% was to the question: "My child has formed caring and supportive relationships with teacher and staff at WHS." Congratulations to the teachers and staff.** This is confirmation of what you may have felt all along. You have set a high bar, but we are sure you can move it even higher.

#### Survey Feedback

**The committee received feedback as well. Suggestions were: communication of information by numerous platforms i.e. social media, email, txt and phone. (Be careful what you ask for. Ha-ha), setting expectations of parents, and continued focus on social issues that are common in high schools.**

### 2017 – 2018 Objectives

- Meet with AHS administration and share 2017 survey results.
- Repeat the survey in the Spring.
- Consider a Fall survey.
- Determine ways to increase participation.
- Update questions to stay current.
- Work with WHS administration to determine if DCC can help with satisfaction scores for annual report.
- Meet with WHS SIC students and determine what areas they find relevant to enriching the learning experience and improvement of WHS.
- Work with WHS administration to help gather any data they might consider helpful.

P.S. Thanks Lorilei for all your help

## **Family Event Report**

Committee Members:

Tricia Burgess Chair

Olivia Timms

Lori MacLachlan

Alicia Keys

Our Family Event on Jan. 19 was a success. We opened the doors to the school at 5:00. The SIC had a table with lots of information for parents. The SIC also helped out with another table that was set up so that parents could sign in and learn about Canvas. During this time, parents were able to visit with teachers in the classrooms.

Mrs. Kathy Whitmire gave a great presentation from 6:00-7:00. At 7:00 Mr. Garrett answered questions for the parents in reference to our new block schedule that will take place next school year.

The event was a success and we would like for us to continue with this type of Family Event for parents for next year.

### Ideas for new school year 2017-2018

The topics that appears more prevalent than most in our SIC meetings and in general are both communication between teachers faculty students and parents.

- We could use the family event to address concerns over this issue and offer information to better serve communications between all parties.
- The other topic that is touched upon but not thoroughly vetted or addressed is cyber bullying, bullying in school etc.