

Walhalla High School Improvement Council  
Minutes  
April 6<sup>th</sup>, 2017

- I. Welcome
  - a. In attendance were: Steve Garrett, Lorelei Swanson, Tricia Burgess, Olivia Timms, Katherine Allen, Trisha Riser, Walter Torres, MacLaine Hanvey, Meredith Cobb, Emma Sauer, Alex Hernandez, Elliot Wechter, Brij Patel, Morgan Massey, Alicia Keys, Julie-ann Shannon, Christie Lee, and Dora Leonard.
  - b. Appointed time keeper for meeting – Dora Leonard
- II. Approve March Minutes – Katherine Allen called for and received a motion to approve the March minutes. Seconded and Unanimously Approved
- III. Co-Chair Report – Tricia Burgess and Lorilei Swanson (See Report Below): It was recommended that members go online and view the SC-SIC Council News. A new Wellness committee is being formed for Walhalla High School. Recognition was given to Julie-ann Shannon regarding her work with Grace’s Closet. Membership has been posted on the school website. The SIC needs to become aligned with the school’s Strategic Plan. This will be a topic at the next meeting. School next year will start on August 17, 2017 due to the eclipse. Duke Power donated 5,000 glasses for viewing the eclipse. Tricia Burgess shared accessing scholarship information on Canvas. Our next meeting will include a full breakfast to celebrate our accomplishments for the year.
- IV. Student Representative Report and Comments (See Report Below) – The senior student members were asked to be prepared to share their future plans at the next meeting. A student raised a concern regarding future prom celebrations being located at another venue. Students have been included in the decision on music choices. There are prom dresses available at Grace’s Closet. There will be free hair, nail and make-up provided through Grace’s Closet. Students must sign up for this service at the front desk. The Rotary Club in Walhalla has prom dresses available as well. Students were asked to share the information regarding the free services and items available. A student brought up a concern regarding the price of tickets. It was shared that ticket sales to Juniors is the only funding for prom while all Seniors attend for free. Olivia Timms offered to provide dress alterations for free to those in need. Mr. Garrett shared that the guidance department has sponsors to assist students in financial need for prom, yearbooks, etc.
- V. Teacher Comments – No teacher comments were made.
- VI. Committee Chair Reports (See Reports Below)
  - a. Elections Committee – Lorilei Swanson shared the report. A question was asked regarding the number of students allowed to serve. There is no maximum number of students. It was suggested that the ratio of elected to appointed members be kept in

mind. A suggestion was made to conduct a short survey of student members regarding their experiences as SIC members.

- b. Teacher Appreciation and Professional Development – Lorilei Swanson shared the report. Walter Torres with the Latino Communication and Outreach committee agreed to summarize the results of the focus group and present to the SIC in May. Ms. Timms shared that there is a need for \$100 to purchase chicken and beef for the teacher appreciation luncheon on April 25th. All other supplies have been donated by Latino parents. Mr. Garrett shared that the school will purchase the meat for the luncheon.
  - c. Parent Engagement –Katherine Allen shared the report. The underclassmen awards reception will be held on May 18, 2017 from 6-7:30pm.
  - d. Report to the Parents – Christie Lee shared the committee report. Discussion centered on SIC involvement in the school’s Strategic Plan. The format of the publication was also discussed with a plan to expand next year.
  - e. Data Collection – Lorilei Swanson shared the report. Joann Heaton will be asked to conduct the follow up survey of SIC student members. Next year parents will be asked to complete parent surveys when they attend IGP meetings. Parent surveys closed for the 2016-2017 school year.
  - f. Publicity – Jessica Duke shared the report. There are still open slots for parents working gates at sporting events. The sign up form is on the school website. Awards Nights and Teacher Appreciation Luncheon information will be published via social media.
- VII. Principal Report – Steve Garrett shared information on the Success Coaches. Today there are students going on a field trip to Tri-County Technical College and Southern Wesleyan University for students involved with the Success Coaches. There has been a great deal of support from local businesses for this program. Special Olympics was a success for WHS student athletes and WHS won the spirit award this year. Events coming up include: Work Keys testing, EOC and AP testing, awards nights, school awards and yearbook/field day, a field trip to Atlanta to the Atlanta Braves game with seniors having first priority to attend, senior cook-out, graduation at Little John, professional development plans for next year. Teachers are providing input on professional development opportunities for next year. There is a promotion for seniors and juniors to recognize their accomplishments and goals. A college board is being displayed to recognize students who have committed to colleges/universities. There are soccer clinics with the WHS soccer students and younger students in the community occurring every Friday when there is not a game scheduled. There is a soccer clinic being held between SWU athletes, WHS soccer players, and a private school in North Carolina on April 22, 2017 from 8:30am and 11:30am as part of the mentoring program with Dr. Chavez. The clinic will be followed by a scrimmage between the two high school teams. This is a community involvement time with lunch provided for the soccer players. Details will be provided to the publicity committee to share via social media. Local media will be invited to come as well.
- VIII. Public Comment – There is an Oconee Clean-up Day in April 22, 2017, 8am – 12 noon. The entire SDOC is involved. Duke Power and the Oconee County Sheriff’s Department are involved as well. Schools are invited to be involved in the event. Activity busses will

transport volunteers to different locations to assist in the clean-up. A suggestion was made regarding bringing in a vendor to the soccer state play-offs that WHS will host. Mr. Garrett shared that Mr. Powell needs to be contacted. The Booster Club is a non-profit organization and a discussion about increasing parent involvement and financial disclosure was conducted.

IX. Adjourn – Meeting was adjourned at 8:55am.

## **SIC Co-Chair Report**

April 2017

Tricia Burgess and Lorilei Swanson

- WHS featured in SC-SIC April Newsletter
- SC-SIC Annual Meeting
- School Wellness Policies and SIC involvement
- Membership posted on school website
- WHS Strategic Plan and SIC role
- PAC
- Canvas "Snip It"

Final SIC meeting: May 11<sup>th</sup>, 2017 at 7:15 AM.

This will be a celebration of all our hard work this year. A full breakfast will be served. New 2017-2018 SIC members will be selected/announced.

## **Student SIC Committee Report**

Trish Riser, Committee Chair

April, 2017

### **Meeting held on March, 31st**

#### Accomplishments

- Canned food drive service project raised 926 food items,
- Took group picture,
- Discussed promoting student nominations for the SSIC,
- Discussed the number of new members for the SSIC,
  - 2 per grade,
- No current concerns.

#### Future Actions:

- Review SSIC applications for the 2017-2018 school year on April 19th & 20th and come to a consensus on new members.
- Discuss assigning a student committee chair.

## **Elections Committee Report**

April 2017

Chair: Lorilei Swanson

Members: Olivia Timms, Amanda Harris, Patrisha Riser, Paul Holleran

Accomplishments:

- Amanda received three teacher nominations and is collecting candidate statements.
- Olivia successfully distributed nomination forms in English and Spanish to WMS rising ninth grade students and their parents.
- All students that are not graduating this year plan to serve on SIC next year.
- Lorilei asked Mr. Garrett to place nomination forms on the school website, extend the deadline for nominations one week and place a one call announcing the call for nominations.
- Five parents accepted their nomination to serve on SIC. Lorilei is collecting candidate statements
- Lorilei is working with Mr. Garrett to set up an online election ballot.
- Patrisha is soliciting student nominees for SIC through RAZOR classes. Deadline for student nominations is April 27<sup>th</sup>, 2017
- Goal to have all elections completed by the May 11<sup>th</sup> SIC meeting.

Plans for the future:

- Set up online election working with Mr. Garrett
- One call announcing election.
- Nominees will be selected/announced in the May SIC meeting.

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

April 2017

Chair: Lorilei Swanson

Members: Olivia Timms, Paul Holleran, Christie Lee, Alicia Keys, JoAnn Heaton

Accomplishments:

- Research results from Latino focus group collected and shared with Latino communication and outreach committee and WHS administration
- Myriam Torres power point shared with WHS faculty and administration
- Latino communication and outreach committee initiated to move forward with findings from the focus group.
  - Chair: Raul Chavez
  - Members: Olivia Timms, Esther Phillips, JoAnn Heaton, Walter Torres, Paul Holleran, Miguel Resendez, Walter Torres, Lorilei Swanson and Michelle Deem
- April 25<sup>th</sup> date selected for Teacher Appreciation luncheon in the professional development room.
- Olivia Timms and Esther Philips invited Latino parents to sponsor authentic lunch for parents and staff. Parents will let SIC know what they need to support this event.

Future Plans:

- April 25<sup>th</sup> Teacher Appreciation Luncheon sponsored by Latino parents
- Solicit door prize and SIC volunteers as needed

## **Parent Engagement/Student Recognition Committee**

April 2017 Report

Co-Chairs: Amanda Harris and Katherine Allen

Accomplishments:

Canvas Help Session for Parents – April 4, 2017 5:30-6:30pm

Scheduled Underclass Awards Program – May 18, 2017 Time TBD

Invitations provided to Razor of the Month students and their parents to be recognized at the March SIC meeting.

Recognition of NOW participants at the February SIC meeting.

Mr. Garrett has discussed academic awards with department heads at leadership team. We have sent detailed instructions to teachers for identifying awards and names, to be turned in by April 4th, so we can order medals, etc. before spring break.

Contacted Mr. Garrett to determine status of parent volunteer sign-up form on the school website. Mr. Powell, the athletic director, has created a Genius sign-up for parent volunteers. It is now up and running. It has been posted on the school website as well as through SIC social media sites. The following is the link to connect parents to the site/sign-up page:

<http://www.signupgenius.com/go/20f0e48a5a92ba5f58-athletic>

Future Goals:

Continue to invite students and their parents for recognition at SIC meetings.

Plan refreshments, presenters and agenda for awards reception.



## **Report to the Parents Committee Report**

### Current

- Report being compiled now
- Includes pictures of Prof. Development Event, Family Night, SWU Mentor, Grace's Closet, Student SIC
- Mrs. Phillips gathering additional student achievements as well as the school achievements/highlights from the Principle's Report
- Goal is to have this completed by August 18<sup>th</sup>
- Will send to Olivia Timms for translation

### Future

- Review and Approval of report
- Post final to school website
- Share report for printing and distribution

## **Data Collection Committee Report**

April 2017

Chair:

Members: Bruce MacLachlan, John Twitty, JoAnn Heaton

Accomplishments:

- Parent Survey Completed and surveys are still generating data.
- Suggestion Box in Common area still generating data.

Future Plans:

- Student Survey
- Prepare for the next school year.

## Publicity Committee

Jessica Duke and Laura Estes, Committee Co-Chairs

April 6, 2017 SIC Meeting

### 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](http://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.

### Future Actions:

- Our Social Media following is still increasing.
  - **We are adding new followers every week. Please continue to like, share and suggest our posts to your friends.**
- Re-posted sign up genius on social media asking for Volunteers for ticket gate at our Spring Games.
- Posted invitations to SIC/nomination forms in English and Spanish:
  - **SIC members please share with all of your friends and encourage them to sign up for a date!**
- Please send us any news or event happenings related to WHS or SIC that you feel should be published to the SIC Social Media sites.