

Walhalla High School Improvement Council
Minutes
December 8th, 2016

I. Welcome and Introductions

- a. In attendance: Steve Garrett, Tricia Burgess, Lorilei Swanson, Olivia Timms, Katherine Allen, Zoe Smith, Patricia Riser, Alex Hernandez, Maclaine Hanvey, Cooper Timms, Vanessa McCall, Rachel Twitty, Brij Patel, Carmen Lee, Amanda Harris, Julie-ann Shannon, Dora Leonard, Jessica Duke, Laura Estes, Christie Lee, Alicia Keys, Michelle Deem, Emma Sauer, Elliot Wechter, Meredith Cobb, Trey Keys, JoAnn Heaton, and Paul Holleran.
- b. Mr. Garrett welcomed new appointed community member Michelle Deem. Other newly appointed community members include Garvin Barker and Walter Torres.
- c. Appointed time keeper for the meeting: Olivia Timms

II. Approve November minutes – Katherine Allen asked for and received motion to accept, seconded and approved

III. Co-Chair Report –Tricia Burgess and Lorilei Swanson

- a. Membership Submission: submitted on time
- b. PAC meeting
 - i. Scheduling: Semester Block schedule has been passed for next year
 - ii. Late Start: still in discussion, survey on school website for public input
- c. District Report to the People: This has been sent out to families.
- d. Title IV contact persons are listed on all school websites.
- e. Bylaws Revision: Please review the revised bylaws and send suggestions to Dora Leonard dorahl@aol.com by the January meeting. We plan to vote on these revisions in the January meeting

Please see attached report.

IV. Grace's Closet:

Julie-ann Shannon shared information about the program. The clothing is an extension of the back pack program at the school. Students who have the need are provided with clothing free of charge. Students are able to come in and shop for items they need. Student SIC members are encouraged to spread the word to students in the school and are asked to volunteer to assist in organizing the clothing. The program is in need of food for the back pack program, men's jeans, tennis shoes, stylish and name brand clothing, new underwear and new socks. Please contact Ms. Shannon at d_shannon01@hotmail.com if you would like to donate items or volunteer.

Welcome Wesleyan and Walhalla Middle School are drop off points for donations. Mr. Garrett shared that any time the school is open, Grace's Closet can be opened as well. Grace's Closet is open on Wednesdays from 7:45-8 and 11:35-1:30. Faculty members can open it up at other times if a need arises. Students who need service hour time are encouraged to volunteer their time.

- V. Student Representative Report and Comments: Students were asked to wear their SIC t-shirts to the January meeting in order to make pictures. Students shared their approval of Grace's Closet. Please see attached report.

VI. Committee Chair Reports

- a. Membership Recruitment and Retention - Dora Leonard shared information. Please see attached report.
- b. Family Event - Incorporate a guest speaker with Schools Open House on Jan. 19, 2017; Guest Speaker Kathy Whitmire - "How a Teenage Brain Works". Tricia Burgess shared that the program will start at 6pm with doors opening at 5pm. Mr. Garrett asked that the program time be changed to the speaker presenting her program at 6:30 pm. This change is still to be determined and information will be emailed out regarding any changes. Please see attached report.
- c. Publicity – Jessica Duke and Laura Estes: advertisements have been posted on the WHS SIC Facebook page. Please see attached report.
- d. Professional Development – Teachers and staff from area schools are being contacted and invited to attend the breakfast program with Miriam Torres scheduled for on February 17th, 2017. Mr. Garrett agreed to get a head count from Walhalla area principals. Please see attached report.
- e. Data Collection – Joanne Heaton shared that data collected is in the process of being compiled.
- f. Parent engagement- Amanda Harris/Katherine Allen: Efforts are underway to bring in students to recognize them for accomplishments at SIC meetings. Mr. Garrett is going to place a google form on the school website for parents to sign up to assist with gates at upcoming games. The information will also be sent out via social media. Success coaches and athletic director will be contacted to offer assistance with planned programs involving student recognition and parent engagement. Please see attached report.

VII. Teacher Comments and Discussion before their dismissal:

- The robotics competition now has volunteers in place. Encourage people to attend on Dec. 10th at 8am. It is a free of charge program. There is a Walhalla High School Robotics Facebook page.
- Anchor Club and Leo Club students may be available to assist with providing assistance to Grace's Closet.

- It was suggested that there be a subcommittee formed to assist with Grace's Closet. SIC co-chairs will review this option and name chair(s) as deemed appropriate.
- A canned food drive may take place this spring.
- A suggestion was made to ask families to bring canned food items to the parent and family events that are being scheduled.
- It was suggested that important upcoming dates be sent out to SIC members prior to the publication of minutes.

VIII. Mr. Garrett principal report:

- Mr. Garrett recognized the teacher members of SIC and the contributions they have made to the school.
- Funds have been generated for many different projects by students and faculty at the school. A White Christmas fund is a project that is currently underway.
- Mr. Garrett shared information regarding scheduling and how AP programs are addressed. There is a principals' meeting today to discuss how to meet these students' needs. He believes the schedule for performing arts has been solved. [There is a video linked to the school website which will be linked to the SIC website.](#)
- Information was shared regarding the staggered start time that has been proposed for next year. The high school would continue to open at 7:20am for students who needed to come to school at that time. Computer labs, tutoring sessions, and study halls could possibly be provided during this time. Lunch periods may be combined with Razor for an hour period, in order to provide time for extra help and club time. Information was shared regarding a program for at-risk youth in Seneca.

IX. Public Comment and discussion:

- A parent asked about how the decision was made to change to the semester block schedule. It was not voted on by the school board, but was decided upon by the district superintendent.
- It was suggested that information be provided to parents via the school website and social media.

X. Adjourned at 8:50am (committee reports on subsequent pages)

Student SIC Committee Report

Trish Riser, Committee Chair

November 17, 2016 Razor Meeting

Accomplishments

- Signed up to bring cookies for Cocoa and Cookies Teacher Appreciation in December 13th - sponsored by the Student SIC;
- Students were invited to attend “Feed the 5000” on Thanksgiving Day with the Anchor Club;
- Watched video from Mr. Garrett about possible new schedule and provided feedback;
 - Feedback included: "This video was an informative way to introduce this potential new schedule, you spoke enthusiastically of the program, and used understandable terms/
 - 1. When a student has potential late arrival or supervised study in place of class, will the student decide which option: supervised study or late arrival?
 - 2. How will Semester classes be scheduled on the 4x4 block?
 - 3. Will students have two core classes first block (first half of year) then two core classes second half of the year? Concerned about having too heavy of a load one semester.

Future Actions:

- Provide support for January open house;
- Listen to peers about concerns;
- Plan a service project for the spring, possibly a canned food drive.

Recruitment and Retention Committee

December 8th, 2016 meeting

Committee Chair: Dora Leonard

Accomplishments

The following community members appointed to the WHS SIC:

Raul Chavez
Julie-ann Shannon
Garvin Barker
Michelle Deem
Tonya Massey
Walter Torres

Future Plans

- Review SC SIC materials for community outreach and engagement
- Contact new SC SIC staff member responsible for community outreach and engagement
- Start planning spring outreach to middle school parents

Family Event Committee Report

Dec 5, 2016

Committee Members:

Tricia Burgess, Chair

Olivia Timms

Lori MacLachlan

Alicia Keys

Accomplishments:

- Incorporate a guest speaker with Schools Open House on Jan. 19, 2017.
- Kathy Whitmire is excited to be our guest speaker for this event. She will be discussing, “How a Teenage Brain Works” in the auditorium
- 6:00-7:00 – Mrs. Whitmires presentation
- 7:00-8:00 – Parents will be invited to visit with teachers in their rooms.

Future Actions:

- Committee is working on providing opportunities for supper to be served 5:00-5:45 for event.
- Asking publicity committee to put information on school website and all social media

Publicity Committee

Jessica Duke and Laura Estes, Committee Co-Chairs

December 8th, 2016 SIC Meeting

Accomplishments

- Social Media Sites Created:
 - Facebook: <https://m.facebook.com/WHSSIC/>
 - Instagram: [WALHALLA HIGH SCHOOL SIC](#)
 - Twitter: [WHS SIC @walhallahigh](#)
 - Email: WHSSIC@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 Appreciation Day/Engaging Latino Families in Schools.
- Created Family Event Flyer for Open House Night.

Future Actions:

- Our Social Media following has been increasing. We promoted on our recent posting for Grace's Closet to the Walhalla area via Facebook advertising. This resulted in the WHS SIC post reaching 1,655 people and the PowerPoint for Grace's Closet being viewed 877 times.
 - We received a couple of messages from community members inquiring on donating to Grace's Closet from the post/ad as well as several new followers to the WHS SIC page.
 - Amount spent on ad was under \$7 and was donated by Jessica Duke.
 - **We have many SIC members who have yet to like or follow our pages. Please be sure to take the time to do so as well as share these pages to help us build our following and get the word out to the community! Thank you!**
- Will post Save the Date Flyer for the Teacher Appreciation Day/Engaging Latino Families in Schools to social media closer to event day as a reminder to potential attendees.
- Will post the Open House Night Flyer to social media closer to the event and submit an ad for more area awareness on Facebook.
- 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.

Professional Development and Teacher Appreciation Committee Report

Committee Chair: Lorilei Swanson

Committee Members: Christie Lee, JoAnn Heaton, Michael Crenshaw, Olivia Timms

December 8th, 2016 SIC Meeting

Accomplishments

- Contacted Myriam Torres to get parameters for focus group with Latino families at WHS
- Contacted SIC Chairs in Walhalla area to promote event in February
- Christie Lee reached out to Subway about sponsoring breakfast at this event
- Contacted Coach Resendiz to begin identifying families for focus group

Future Actions:

- Plan Teacher Appreciation Activity for Teacher Appreciation Week in May 2017
- Coordinate with Paul Holleran, Esther Phillips, Olivia Timms and Miquel Resendiz and WHS SIC Data Committee to plan focus group with Hispanic families after getting guidelines from Mrs. Torres.
- Obtain sponsorships to pay for or provide breakfast on February 17th, 2017

Parent Engagement and Student Recognition Committee Report

December, 2016

Co-Chairs: Amanda Harris, Katherine Allen

Amanda Harris and Katherine Allen met with Mr. Garrett, on 12/1/16, to obtain his input and approval for ideas regarding increasing parent engagement and student recognition at Walhalla High School. Four ideas were discussed:

1. Parent involvement for gates - We would like to invite interested parents to participate in helping teachers with gates during the winter sports season. – Mr. Garrett was in favor of reaching out to parents/family members to assist with monitoring sporting events gates. Mr. Garrett will send out a one-call and Tweet requesting assistance. He will also create a form for parents to sign up to assist at these events which will be provided as a link to the Tweet. Additionally, Mr. Garrett will contact the advisors for the Robotics teams to find out if they need assistance at the upcoming competitions at Walhalla High School.
2. Academic awards reception/banquet - We would like to start an annual tradition to present academic awards at a banquet or reception in the evening so parents can attend. The goal would be to recognize academic achievements that aren't already recognized at other events that parents attend. – Mr. Garrett was in favor of instituting this type of program. Initially the event would be in the form of an awards program with a reception immediately following. Ms. Harris is going to create a google form to survey teachers to find out more information regarding what types of awards should be included. It was discussed that the Senior Awards Night would not be changed, but an additional Academic and Service Awards Night and Reception would be instituted to recognize underclassmen.
3. Athletics recognition - We would like to reach out to the athletics department and Booster Club regarding the initiation of a cake and punch celebration either annually or seasonally to recognize athletes' accomplishments. – Mr. Garrett informed the committee that this is already being planned through the athletics department with plans to implement athletics awards programs for each season: fall, winter and spring. The committee will contact the athletic director to determine if the SIC can assist with these plans.
4. Success coaches - We would like to reach out to the group working with at-risk youth at WHS to assist with the development of a recognition program to foster better communication with the families of this population. We think this would help bring those parents in the building and continue to support/promote those students' achievements. – Mr. Garrett informed the committee that this is also already being planned by the Success coaches. The committee will contact the Success coaches to determine if the SIC can assist with these plans as well.