

# BHS SCC Minutes

Wednesday, September 11<sup>th</sup> at 3:30pm in the Media Center

**BHS Mission Statement** - *At Brighton High, we choose to be better today than we were yesterday.*

**In attendance:** *Tom Sherwood, Lisa Devashrayee, Lisa Prudden, Marielle Rawle*

**Staff Members:** *Catherine Bates, Kellie Clark, ~~Tom Evans~~, Ethan Greene, Aaron Hadfield, Jenn Mattson, Tabbie Mayne, Mikala Mortensen, Ernest Pulliam, Sierra West, Paul Winkelman (Counselor Rep)*

**Parent Members:** *Julie Clawson, Debbie Durtschi, Laura Garcia, Mark Gardner, Mila Gleason, Michelle Kushlan, Jill Hawkins, Gerry Hassell, Brady Lee, Matt Misbach, Will Powley, Lisa Rowley, Cheryl Simmons, Kim Steenblik, Katie Tatton, Lois Kristensen (PTSA Rep)*

**Guests:** *Amber Shill, Denise White, Lisa Hill*

## **SCC BUSINESS:**

- FCCLA presentation – Thank you video
  - Last Spring FCCLA asked for money to go to Nationals in CA. Today, they came to the SCC meeting to report on their experience. We donated \$1000 to each girl and \$500 to HOSA as well.
- Yearbook Presentation – Thank you
  - Last year, SCC donated \$5000 to Yearbook to buy new cameras. Yearbook has grown the program from 20 to 36 students enrolled for this year. They had a banner signed by all thanking us and brought us cookies.
- Introduce Members of the SCC
- Review: Rules of Order, Requirements of Open/Public meetings, Bylaws, Attendance
  - see notes attached at the end from what was read during the SCC business portion
  - Lisa sent out the Bylaws to everyone
  - Lisa will conduct the meeting and will share all information with the new Chair and Vice Chair after the meeting.
  - SCC meetings follow Roberts Rules, so please look them up if you have questions. Lisa reviewed the general rules. She reviewed the section on the fact that we are an open public meeting as well as distributing and updating meeting minutes. Reviewed agenda and voting procedures. Attendance. Personnel. Alternates.
- Elect 2019-20 Chair and Vice Chair, vote and approve Secretary
  - Motion to approve Marielle Rawle as secretary: Tom Sherwood
  - 2<sup>nd</sup>: Katie Tatton
  - Nominations for Chair: Lisa Devashrayee was nominated, no others mentioned
  - Motion to approve Lisa Devashrayee as SCC Chair: Aaron Hadfield
  - 2<sup>nd</sup> : Katie Tatton
  - Discussion: none
  - Vote: Approved
  - Nominations for Vice Chair: Lisa Prudden was nominated, no other mentioned
  - Motion to approve Lisa Prudden as Vice Chair: Catherine Bates
  - 2<sup>nd</sup>: Mikala Mortensen
  - Discussion: None
  - Vote: Approved
- Approve Minutes from May 2019 meeting
  - Motion to approve minutes: Ernest Pulliam

- 2<sup>nd</sup>: Lisa Prudden
  - Abstained: Gerry Hassel and Laura Garcia (reason: were not SCC members last year)
  - Vote: Approved
- Discuss and Vote on meeting dates and times for 2019/20 school year
    - 2<sup>nd</sup> Wednesday of the month at 3:30pm is what has been done.
    - We don't meet in December and a short meeting in May
    - Motion to hold meetings on the 2<sup>nd</sup> Wednesday of the month at 3:30pm: Mikala Mortenson
    - 2<sup>nd</sup>: Julie Clawson
    - Vote: Approved
    - Due to Spring Break dates, SCC in April will be held on a different Wednesday. We will hold it April 1, 2020. This will remove conflict with both Middle Schools in the area.
    - Motion to change the April meeting to 4/1/2020: Lisa Prudden
    - 2<sup>nd</sup>: Jenn Mattson
    - Vote: Approved
- CSD Training for this year – Dates announced
    - Dates were on the emails that were sent out by Lisa prior to this meeting
    - If you have not been on SCC, you are required to attend both sessions. All must attend the training session.
    - State trainings are not required because we hold them in our district. Welcome to attend those if you want to.
- Discuss Sub Committees – See further explanations below in Lisa's notes
    - Lisa will send around a sign up list
    - Parents or employees outside of the SCC can be on these committees with SCC approval, but must be chaired by an SCC member
- Community Forums/Feeder School Meeting
    - One Feeder meeting per year in conjunction with PTSA.
    - Lisa Prudden mentioned that this will need to be done before Winter Recess due to construction.
    - When we do a town hall or forum this group will set up, advertise, etc. - Aaron Hatfield will moderate
- LandTrust and CSIP – are we going to do the same this year? No Subcommittee but shorten a meeting and all stay that want to discuss? Worked well last year.
    - Lisa suggested that we stay with this format. Seemed to work well. All agreed
- Above & Beyond - Faculty Award
    - Michelle Kushlan will remain the chair for this committee
    - We do these awards 3 times per year with 3 teachers each time
    - Awards are presented during class so students can celebrate their teacher
- Schedule Options Committee – Are we going to continue this?
    - We are continuing this committee
    - Any member on SCC is eligible to be on this committee. From this committee, we formed a smaller committee that represents Brighton at meetings. Tom Sherwood and Lisa Devashrayee are the committee chairs. Parents on the committee: Katie Tatton and Mila Gleason. Teachers on the committee: Aaron Hatfield and Mikala Mortenson. Their respective groups nominated those two people to represent them.
    - Lisa D. reviewed the history of this committee and the steps they took to research school schedules. She also presented the different schedules from the committee's research last spring.

- We are creating a sample survey about schedule options. There was a discussion about the questions on the survey and who we should send it to. It will be sent to Brighton families as well as families in the middle schools - 7<sup>th</sup> - 12<sup>th</sup> grades included. It was suggested to add demographic questions. Once the survey questions are complete, Tom will send out the sample survey to SCC members for feedback.
- It was suggested that a similar survey be sent to faculty with modified questions. Tom agreed to do that. Also to send to students, to get their input and thoughts. Agreed to do this as well.

### **COUNSELOR'S REPORT:**

- Paul Winkelman represented the Counseling Center
- A newsletter goes out to the community each month and this month's newsletter focuses on dates
- There was a question about how the new approach to schedule changes worked. (Students can only adjust their schedules during open arena scheduling and we do not change classes unless there are extenuating circumstances or level changes)
  - From a counselor's perspective, it has gone well. We had less schedule changes than in previous years and didn't receive any negative feedback
  - From a teacher's perspective, they have been able to start teaching from the first day because students aren't changing classes. They have less groups of friends traveling from class to class together.
  - Discussion about making sure arena scheduling is available to all students. *We have procedures in place so that all students can access arena scheduling.* Had computers available a couple of days for students to come in. Counselors stayed until everyone was helped.

### **PTSA INPUT:**

- More faculty have joined PTSA than in previous years, so thank you to faculty
- PTSA is looking forward to a good year

### **PRINCIPAL'S REPORT:**

- CSIP and Land Trust – Addendum will need to be voted on and signed
  - Proposal amendments were passed out to SCC members.
  - What was changed: Fund Latinos in Action out of TSSA money instead of Land Trust
  - Motion to approve addendum and count attendance as signature page: Aaron Hadfield
  - 2<sup>nd</sup>: Mark Gardner
  - Discussion: none
  - Vote: Approved
- Update on Construction
  - We will be sending out an update about construction to the community next Monday with the Bengal Bulletin. Tom reviewed this with the SCC. There was a suggestion that we add an update on parking. We will also include a picture of the construction phases. Drone video was discussed, possibility of doing it on a youtube channel and sharing the link.
  - Concerns about the grass. Lines were severed during construction, so the grass has died.
- Cell Tower Fund update
  - Summary of what was spent has been sent out.
- TSSA Funds update – Addendum will need to be voted on and signed
  - See amendment above
- Miscellaneous: Senior surveys (to be done next meeting), CSD Calendar update, AP scores, DLI info
  - DLI French: 24/29 passed the test (83%)
  - Chinese: 2<sup>nd</sup> highest score in the state

- AP Capstone: every student passed the capstone exam
- AP Research: every student passed
- AP scores were outstanding this year
- Calendar: after feedback some dates have been adjusted and the proposed calendars will be presented to the Board at the next board meeting. The calendars in question were for 2021-2022 and 2022-2023. All other calendars prior to these have already been approved by the CSD Board. Changes were to equal out the number of days per trimester and end each trimester on a Friday.

### **FACULTY REPORT:**

- We have had a good start to the year
- Parents are encouraged to frequently check Skyward for attendance and grades

### **SCHOOL CLIMATE:**

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### **OTHER:**

- We need someone to read “Catch Me If You Can” ASAP for our Theater Dept. - contact Tom if you are able to do this.
  - Mark Gardner and Will Powley
- There is also a State Training that is optional. See handout
- Denise White – patron, requested to address the SCC on the Trimester issue - 3min
  - Parent of 7<sup>th</sup> and 5<sup>th</sup> graders in Chinese DLI
  - Concern over students taking college level courses in 2 trimesters instead of 3
  - How are we going to give the students the resources to hear the target languages more frequently?
  - College courses are taught in the target language by a teacher at the school and a university professor that comes in once per week
  - Students should graduate 2 classes short of a minor in the language if they follow the DLI schedule – this has been the goal all along. Being on the Tri hasn’t affected that goal.
  - Another concern is that DLI students will go 6 months without exposure to their target language if they are on the trimester schedule
  - Concurrent enrollment courses are also a concern. There are more concurrent courses offered at other high schools than at Brighton.

### **CELEBRATIONS:**

- In spite of some challenges with bells and the PA at the beginning of the year, the students have behaved particularly well.
- Mikala Mortenson worked hard this summer with students in the Mega Band.
- Sports are off to a good start with many wins in the season so far
- Link Crew experience went well for the freshmen

Motion to Adjourn: Katie Tatton

2<sup>nd</sup>: Catherine Bates

**NEXT MEETING: Wednesday, October 9<sup>th</sup>, 3:30pm**

\*\*\*\*\* See typed notes from Lisa for the SCC Business part of the meetings

- Introduce Members of the SCC
  - Ask all to go around and say their name, grades of kids at Brighton – teachers what area they teach in.

--- Welcome all visitors. Mention per Bylaws I will conduct this meeting. Then after this meeting, after voting has occurred, I will meet with the new Chair and Vice Chair to make sure they have everything they need and they will take the reigns over.

- **Review: Rules of Order** Roberts Rules – one talk at a time, keep all side conversations for after or in the hall, silence phones, can speak when addressed by Chair or the person conducting that topic. Also, if a topic goes on too long or going in a circle, any member can call it back to order and end discussions. Also any voting member can issue a motion. We have an agenda and we really strive to stay on track and respect everyone’s time.
- **Requirements of Open/Public meetings** Guests are always welcome to attend, but they are not able to join the discussion, make motions or vote. Per our current bylaws if they let the Chair know at least one week prior to the meeting that they would like to speak, then they can be added to the agenda and are allotted 3 min to address the SCC. Hand outs or summaries, financial explanations, etc. provided a week prior also help. Minutes are kept and are sent to all to make corrections usually within the week following a meeting. Once that has occurred, then the drafts are posted usually within 2 weeks of the meeting. Any changes to the minutes after they are posted as “draft” will be discussed at the next meeting prior to approving them. Those not in attendance can then see the minutes, contact someone that was there, and get caught up with the discussions.
- Agendas will be submitted to be posted Wednesday morning, a week prior to our meeting. A draft agenda will be sent to all SCC members prior so they can add, delete or question the items on the agenda. Usually have all responses back by the Tuesday night, so the final agenda can be submitted to be published that next morning.
- Side note – may want to consider amending the Bylaws to change the time frame for those wanting to address the SCC from “at least one week prior” to “no fewer than 8 days before the next meeting”. This will help us to get a final version of the agenda up online on time, per laws.
- **Voting** – only items on the agenda will be able to be voted on at the meeting. If something comes up during the meeting that needs to be addressed, then it will be placed on the next agenda marked for Action. That way all should be well informed prior to coming what topics are up for vote. Note – even if it’s not marked for action, like cell tower funds, if it is on the agenda then it can be voted on. We try to get everything out a week prior so all are informed prior to the meeting. This has helped shorten some of the discussions because we have had time to look through the info.
- **Bylaws** Current version is always available online – Community tab on the school’s webpage. That may be changing but Tom will keep us updated if it does. Reminder that no personnel issues discussed in the meeting, those are to be addressed with an Admin. Also any personal issues you have with your student please address those issues with your counselor or admin.
- **Attendance** Attendance is very important, and that includes the entire meeting. It’s hard to have discussions about something to then be voted on at the next meeting, and then have those not in attendance want/need to recap everything. Please try to be on time, and able to stay the entire time. We completely understand that life does come up, just try to minimize this, if at all possible. Officially per the bylaws, you can miss 2 meetings. After the second

one you will receive a reminder to try and attend. Once you have missed a third meeting you will be asked to submit your resignation. Then the group you are representing (parent or employee) will fill your spot. First with the next alternate, then anyone who has shown interest, or that group can reach out and find someone. They will need to be ratified by the SCC. If they are an official alternate and have attended most of the meetings, this occurs immediately. This year we only have 1 alternate for the parents.

- Elect 2019-20 Chair and Vice Chair, vote and approve Secretary reminder that Tom has kept on Marielle as the secretary to take notes. She did a great job last year. She isn't a formal member and can't vote, but is here to take minutes. Usually the Vice Chair will sit by her to help her catch things to add to the minutes.
- Chair must be from the parent group, Vice Chair can be from either group. Any nominations? Vote comes down to secret ballot – Marielle and Tom will count the ballots.
- Approve Minutes from May 2019 meeting
- Discuss and Vote on meeting dates and times for 2019/20 school year  
Usually the second Wednesday of each month at 3:30. This doesn't conflict with Albion and Butler Middle's SCC's meetings, which we have been asked to try and do since some parents serve or want to attend both levels.
- CSD Training for this year – Dates announced Please make sure you attend at least the one for returning members, and both if this is your first year or you haven't been on a SCC for a while.
- Discuss Sub Committees
  - Community Forums/Feeder School Meeting We have one feeder school meeting in conjunction with the PTSA. The committee will help invite all to attend, figure out lunch to serve, and if there are any specific topics needed to address. If we need to host a Community Forum or Town Hall this group will help set it up, help advertise, etc.
  - LandTrust and CSIP – are we going to do the same this year? No Subcommittee but shorten a meeting and all stay that want to discuss? Worked well last year.
  - Above & Beyond - faculty Award We do have a Chair, but having at least one or two other parents to serve on this is great and appreciated. We will continue to gather the nominations via Skylert, sent out the week of and just following PTC's, unless a better option is found by this committee. Then winners are informed during the school day while they are teaching – so their students can clap and show their appreciation for them. Names then announced at the next faculty meeting and our next SCC meeting.
  - Schedule Options Committee – Are we going to continue this? Yes – but here is where we are at: - every four years it comes back up, finally last year we formed subcommittees. Asked that they serve at least 2 years. Smaller committee met at least 5 times, larger group met twice, but had email updates after each smaller committee meeting. - go over the options all discussed (see copy/paste from email below). Tried to get a district wide group to meet, some would like to see options, but all asked us to do the leg work and then present to them what he find. Our goal from the beginning is to have whatever happens in place by Fall 2021 when the new building is done. Create change that year all at once. We all understand that the current 5 class Tri will need to be tweaked in the least, but what it looks like is what we are

discussing. Tom will present the survey to ask for input. Reminder: This isn't an open topic for discussion today, but will be once we know the direction we are to continue and get survey results back it will be on our agenda.

## **NOTES from the email summary about the options all looked at on the Schedule committee.**

**I have had some contact me asking for more detailed information as to length of classes and how "credit" would be issued, so they could prepare for our next meeting. After talking to Tom, and he talked to Cache (who is all on Trimesters) here is the summary of each option:**

5 period Trimester - On our schedule now they are in class for close to 67 min and see teachers every day. 1 class = .5 Credit  
--- 0 period would be from 6:55 - 7:40 taught M-Th. It would be based on a Semester length. So could get .5 Credit each session, could get two elective classes or 1 CORE class taken care of if you go the entire year.

4x4 A/B Block (Jordan & Corner Canyon) - In class about 90 min but only see their teachers every other day. A total of 8 classes per Semester. 1 class = .5 credit (45 days in a class per semester). Larger class sizes due to fewer options offered per period, only  $\frac{1}{4}$  of the teachers are teaching each period. This is the same for all "block" schedule options.

5x5 A/B Block (Hillcrest) - in class 75 min. Only have 4 classes every day (similar to 4x4) Then they have a 5th period - which is 40 min - this is for age group instruction --- they call it their advisory period. They can do Study habits/Note taking for Freshmen, ACT prep for others, College Applications/scholarship apps, etc...

5x5 A/B Block (Alta) - in class 80 min. Only have 4 classes every day (similar to 4x4) Then they have a 5th period - which is 30 min - this is for age group instruction --- they call it their advisory period. They can do Study habits/Note taking for Freshmen, ACT prep for others, College Applications/scholarship apps, etc...

7 Period day - Most at the meeting realized that there were fewer slots open for classes, so it seemed like this was no longer a viable option to proceed forward with. Only positive over what we do know is that it is on a Semester which the District would like.

10 class 5x5 A/B Block - in class 67 minutes. This is similar to what our middle schools are doing. Core classes everyday, with Electives on an A/B block schedule. Core classes = Math, English, Science, AP .... not sure about Social Studies? Would be on a Semester grading schedule. 1 semester Core = 1 credit, 1 semester A/B class = .5 credit

4x4 Qtr System (Janice Spencer-Wise option) --- In 4 classes for 90 min. Go to every class for a Qtr. 1 class = .5 credit. Then second Qtr you would go to the "b" part of those same classes (if core). Ex: Math - you would have either 1st Semester or 2nd Semester only. Except if you need math lab, then could continue into the next semester). Advantage - only have those classes to study for, see teachers every day during the Qtr, grade final at the end of the Qtr.

----- OPTION 1 - could have 3- 90min classes and then 2- 45 min classes for electives. For a total of 5 classes in a Qtr. those short classes would only be worth .25 credits... so to get .5 credits for Financial Lit you would need to take it for a full Semester. OR OPTION 2 - 4- 90 min classes, but Electives are only taught on a Qtr system... ex: Financial Lit Qtr 1, then health Qtr 2, PE Qtr 3, Art Qtr 4. Unsure what would happen with AP classes - may only be taught second semester. JANICE can help clarify if you have questions.

Cache Tri's - Tom will discuss this option more at the meeting. It is a 5 period trimester with an added shortened advisory period - so a total of 6 classes on the trimester. The advisory period would be grade level instruction for the 1<sup>st</sup> tri (note taking, ACT prep, college applications, etc). Then some elective class options would be available 2<sup>nd</sup> and 3<sup>rd</sup> tri (those that the shortened time would still work for - but would have to take both tri's of the same class - .25 credit per tri due to "time in seat"??? Not 100% sure on this, but can clarify if we go this direction for one of our final options) or it would be used for homework time, or continue with grade level instruction. This could also be used for math or English learning lab slots, ESL, etc - those that require a daily contact. There seems to be some good feedback. Mindy has also talked to some teachers up there that like it, and some that still have concerns. We would hold the "advisory" period as 3<sup>rd</sup> period. This would solve the issue with CTEC students, they would arrive during this period. Align correctly to start 3<sup>rd</sup> period classes. The Tri allows for smaller class sizes, since more teachers are teaching each period. Only 1/5 of the teachers are not teaching each period.

In the end, there doesn't seem to be the magic unicorn schedule out there that we have found. There are some on every one of these schedules that like it and some that don't like it at all. There are pro's and con's to each one. Our goal from the start was to see if there was something out there that could help fix the issues with our Tri without creating new issues.