

## Minutes of the SPMT meeting of 5-9-17

### Present:

S. Franklin, SSST	Alexis Kelleher, student
R. Murphy, English	D. Stannard, Resource
W. Decter, Accreditation	W. Alwang, CCT
A. Moriarty-Daley, SBHC	Myah Darden, Student rep
R. Koehler, World Language	T. McTague, Science, Co-Chairman
Z. Parrish, Principal	J. Donahue, Capstone

### Norms:

- Start on time and end on time (2:30 pm -3:30 pm)
- Members should provide a substitute if they cannot attend
- Adhere to the principles of collaboration, consensus, and no fault problem solving

1. Minutes of April meeting were accepted.

2. Comer committee minutes:

ELT reports that the timing of applying for and accepting new courses will be moved up to earlier in the year because of district changes. Details will follow. Capstone committee reports that after reviewing the Metro capstone guide, which was very helpful, the role of mentor will be better defined. More structure will be provided for the mentoring process.

3. SIP and RISE grant update.

Dr. Parrish reports that the BLDT is in the process of revising and updating the SIP. We are currently in the second year of the SIP. We are reviewing the actions steps to see what still needs to be accomplished and moved into year three. All action steps are aligned with the three strategic objectives. The SIP will then be presented to the entire school for input, and then to the SPMT. Although this was originally a 2-year plan the school can determine the length of time for the SIP as it is a “living document.”

RISE grant. The SAT results for the juniors are available. Dr. Parrish is reviewing the data and matching cohorts for their 9<sup>th</sup>, 10<sup>th</sup>, and 11<sup>th</sup> grade PSAT and their latest 11<sup>th</sup> grade SAT. There are correlation tables to convert scores and equate the older test with the newer test. The faculty will then review the data.

The RISE grant requests are due on May 26<sup>th</sup>. It includes the following:

- On-track coordinator (12 month position) with a focus on grades 9/10 to review data and identify at risk students and coordinate intervention and grade level meetings
- Continuation of Clifford Beers clinician, Trauma Coalition PD/support
- Science, Math, and English tutors for Student Success Center

- Grade 10 college trips
- SAT Saturday academy

4. Activities: Alexis Kelleher presented her proposal for the SADD Mock Crash activity to promote awareness of the dangers of drinking and driving. Questions were answered and comments were made. Alexis was advised to try to film the event so that it can be used in subsequent years for students to see, since it is such an elaborate set up. Timing of the event was discussed as well as the process for teachers signing up to bring their junior and senior classes to the event. Mr. McTague will help create a Google form for sign up. Parents will have a form to opt-out as the content can be intense for their students. Ms. Moriarty-Daley will look into getting help for the video, possibly from Coop's video production class.

The proposal was accepted by consensus.

5. Hallway Supervision. It was requested that this discussion be tabled until the June meeting. However, since that is the last meeting for the year and is in the second week of June, it was decided by consensus to start a timely discussion today and continue it during the June meeting.

The Science department suggested that a list of students allowed to use the elevator should be provided for teachers monitoring that end of the hall. Also it has been observed that students are hanging around on the stairs since they know teachers are in the halls. Teachers observe that students are voluntarily showing their passes. There is need for discussion of the root issue of students wanting to leave class and be in the halls, and of how hall supervision affects the student/teacher relationship.

English department- Hall supervision is largely uneventful. What is supposed to happen if students refuse to give their names? Should they carry school ID's?

Math department-There are times when there are not enough teachers to cover the hallways and there may be one teacher on a floor. Should they stay in the middle? It is observed that there are students coming and going in particular rooms and some students leaving early from particular rooms.

How successful is the supervision, especially with certain chronic hall walkers?

There needs to be immediate consequences for not having a pass. It's difficult when we don't know all of the students' names. Are descriptions and chasing the cameras really effective?

There was no student roll out. Students just came to school one day and there were teachers in the hall. Role and reason was confusing.

If there is no teacher in the hall the chairs and desks that are there become student congregating areas.

Dr. Parrish's comments: She is enlisting the help of security and the admin team for coverage when teachers are out. The easiest thing to do is just ensure that all students have a pass and only one student leaves at a time. Teachers need to do this with fidelity. Security will be asked to help move students out of stairwells.

If you are in the hallway send an e-mail to administrators if students are not cooperative. Try to identify the student.

Student input: There was no notice so it was shocking to find the teachers in the hallways. This supervision may hinder student-teacher relationships. Students must realize that having a pass doesn't allow them to roam all over. The attitude of the teacher monitor is important.

The process is still open for discussion/thoughts/alternatives. We will put this on the agenda again for next month.

6. Student voice: Students are looking for support as finals approach. Students need help with preparation and study skills, as well as time management. Students need a schedule for finals. This can be given out in advisory as well as a schedule for planning out study time. Students would like study skills lessons. History department is doing study skills lessons with freshmen.

Students would also like more support for clubs. There was discussion about how students find out about clubs. Usually this is by word of mouth. In the past BOOST maintained the large calendar in the café. Some suggestions:

- have club reps come into the café monthly
- have a club list on [careerhighschool.org](http://careerhighschool.org) with descriptions and meeting times
- have a "club fair" at freshman orientation. (date ?)
- clubs can put "ads" in the school newspaper
- include a directory of club in the student handbook or school newspaper
- quarterly "club fair" in advisory
- advertise clubs on TV in main foyer

7. Decisions and Points of Action:

The Mock Crash Activity was approved by consensus

An elevator list will be provided for teachers on duty at that end of the hall (admin).

Advisory teachers should hand out final schedules and support study skills.

Hallway supervision discussion will be put on the agenda again for the June meeting (McTague). Also we should discuss the next tier of intervention for chronic hall walkers.

Respectfully submitted,  
W. Decter, M.D.  
5/11/17

