

Holmes High School

SBDM Meeting

Approved Minutes: November 13, 2017

SBDM Members

Scott Hornblower, Chairperson

Tony Magner, Teacher Representative

Renata Kennison, Teacher Representative

Donny Roundtree, Teacher Representative

Alexis Taylor, Teacher Representative

Lori Guilliams, Parent Representative

Dawn Ball, Parent Representative

John Scott, Parent Representative

Davana Herron, Secretary

Agenda: November 13, 2017

1. Opening Business
 - a. Roll Call
 - b. Approval of the Agenda
 - c. Approval of minutes from previous meeting
 - d. Good News Report(s)
 - e. Public Comment
2. 1:1 Initiative
3. School Improvement Planning Report
4. Budget Report
5. Other Committee Reports
6. Bylaw or Policy Report or Review
7. New Business
 - a. Curriculum/Instruction
 - b. Enrollment/Attendance
 - c. Staffing Update
 - d. Consultation
8. Adjournment

Meeting called to order at 4:35 PM by Scott Hornblower, Chairperson.

1. **Opening Business**

- a. **Roll Call** – Present – Scott Hornblower, Tony Magner, Renata Kennison, Donny Roundtree, Lori Guilliams, Dawn Ball, Alexis Taylor
Absent – John Scott

Others present – Davana Herron, Secretary, NKU students, Alvin Garrison (arrived 4:57)

b. **Approval of the agenda** – Motion to approve agenda by Member Kennison. 2nd by Member Magner. Consensus by Members Taylor, Roundtree, Ball and Guilliams.

c. **Approval of the minutes of the previous meeting** –

October 16, 2017 Meeting Minutes - Motion to approve by Member Taylor. 2nd by Member Ball. Consensus by Members Magner, Roundtree, Kennison and Guilliams.

d. **Good News Report(s)** –

- i. Mr. Roundtree reported that program assessment did very well. The person completing the program assessment stated that the CTE Staff have worked to promote community in the staff and programs and this is the first time he has ever said this in a state report He also stated that we need to work on getting more students certified. Ms. Kennison stated that she believes they are looking at having a laborer certification that may come with carpentry, would help with carpentry program.
- ii. Ms. Taylor reported that the Spanish National Honor Society is doing pretty well in the planning of hosting their event. They are pretty close to finishing up the big stuff. Chase Dietz has been able to get a couple of corporations to pledge as well. HHS will host about 300 students here as part of the state convention on February 16th and 17th. Feb 16th is here and 17th is off site. We will also have an immigration lawyer here to represent.
- iii. Ms. Kennison reported that the GPA for sports teams are really great, our student athletes are really working hard and are focused. Mr. Hornblower reported that we also hold the middle school accountable for GPA.
- iv. Mr. Magner reported on IXL and No Red Ink. He reported that the teachers appreciate council approving the programs and they have hit the ground running with them. Mr. Magner stated he has heard nothing but great things about the program and students are already solving a lot of problems. We also now have access to Spanish.
- v. Mr. Hornblower reported he is excited that our seniors have started to embrace their college quest. We are starting to see some of the momentum and he wants to have every adult encourage these students. Ms. Jackson (senior counselor) has identified 30 kids that will meet with Life Learning Center tomorrow. These are students that don't have any clear plans for after graduation. Last year, we started this in April, there were three kids that completed the program and they are now gainfully employed at a high wage.

e. **Public Comment** – no public comment.

2. **1:1 Initiative** – Mr. Hornblower provided an update on the 1:1 initiative. Software pieces are a part of that and Mr. Magner already gave an update. Mr. Hornblower would like to give kudos to Mr. Roundtree. He worked with some kids and they created a new PLC template to follow. Mr. Roundtree stated he gave an example document and gave each student a page, once each student completed their page they brought it all together. Mr. Hornblower stated this is part of the conversation about authentic work happening in CTE classes.

3. **School Improvement Planning Report** – Mr. Hornblower sent email with scores. All that data will be going into our Comprehensive School Improvement Plan (CSIP) plan to be completed by winter break. That is the data that we will use to build the CSIP. Mr. Hornblower stated he also sent a summary of our focus visit. Those data points will be what we are using to build on.

Regarding the Civics Test – Ms. Kennison stated that at the direction of Mr. Grein, we will develop a process through social studies group. They will decide during freshman and sophomore year how many times we give the test. Social studies will develop it and Mr. Grein will take it to the board to develop a policy.

4. **Budget Report** –

Budget Updates – A copy of the SBDM budget for the 2017 – 2018 school year is included in packet for all members. No questions were asked regarding the budget.

5. **Other Committee Reports** –

Committees –

Ongoing committee charges

Assessment of Student and Programs Committee

Current Charge: Explore the addition of a college and/or career readiness requirement for graduation.

Curriculum, Instruction, and Technology Committee

Current Charge: Recommendation to implement IB Middle Years program beginning the 2018 – 2019 school year. **Report to SBDM Council in November.** Mr. Hornblower reported that he is not sure where we are with the middle years. He will ask the committee to revisit the actual charge for committee to report. **Follow up at December meeting.**

Curriculum, Instruction, and Technology Committee

Current Charge: Investigate and review grading policy and alternative grading models, including standards based models. **Report to SBDM Council in November. Follow up at December meeting.**

Planning and Professional Development/Learning Committee

Current Charge: To study our school's master schedule and investigate potential alternatives to the current structure. **Report to SBDM Council in November. Report under Curriculum/Instruction Update.**

Culture, Wellness and Resources (Foundations) Committee

Unofficial Current Charge: Continue Foundations Committee Work

Budget Committee

Current Charge: The senior building computer spaces be evaluated to create a Bulldog Bark room that can be used as a multi-purpose. **Follow up at December meeting.**

Ad-Hoc Committee

Current Charge: No Current Charge

Mr. Magner will discuss with committees the need to get better clarification of minutes.
Mr. Hornblower stated that his intent is to talk with them about what the charge is and the expectation of SBDM council.

6. **Bylaw or Policy Report or Review** –The bylaws regarding agenda rules and roles of chairperson and vice-chairperson are suggested for review at this time.

Parent Involvement – No discussion, will follow up at December meeting.

Writing Policy- Motion to accept as second reading by Member Magner. 2nd by Member Taylor.
Consensus by Members Roundtree, Ball, Kennison and Guilliams.

Grading Policy (School-Wide Grading, Honor Graduates, Weighting of Grades – Motion by Member Magner. 2nd by Member Taylor. Consensus by Members Roundtree, Ball, Kennison and Guilliams to accept as second reading.

Committees Policy- Motion to accept as second reading by Member Magner. 2nd by Member Taylor.
Consensus by Members Roundtree, Ball, Kennison and Guilliams.

7. **New Business** –

- a. **Curriculum/Instruction** – Mr. Hornblower deferred to committee members for an update.
Restructuring the day – Mr. Magner reported that the committee approved and recommends the schedule presented today. This includes enrichment for 30 minutes on Monday, Wednesday and Friday. Committee thought this was important to do. Monday, Wednesday and Friday will be 6 period day, lines up better with our graduation requirements. Either one of 2 days a week, there would be a 90 minute block. Team time the teachers will loop with their students. Each teacher takes 12 students, 3 freshman and each year will have 3 students graduate. Conversation about being tied to pathways and another significant adult. Ms. Taylor reported that this also could be time to use the teachers' strengths to match with student interests. Mr. Hornblower stated we will need to look at things differently, creating teams among adults. In 90 minute period, it could be focused on extra time or enrichment, could use this time to close some gaps. Teachers can own some of what happens in their 90 minute period. Mr. Hornblower stated when we went to model schools this summer, they talked about giving kids voice and choice and is excited about this. Ms. Ball asked what do they want digital assets to look like? Mr. Hornblower stated that if a student has a substitute they shouldn't lose a day of instruction. This is a way to accommodate loss of instruction. Mr. Hornblower stated that our students have the capacity to do the work, it is the time that is a challenge. Want to be able to use summer differently for acceleration. Ms. Kennison wants to have a scaffold to show kids and parents how we are handling instruction. We need to make a framework for this to happen. Ms. Kennison believes we need a policy. Mr. Hornblower stated that Kentucky is one of the states that recognizes competency based education. That is why the standards based grading policy is important, because it creates a not yet. Trying to create a personalized education model in the different environments. This is built to create intervention, grading

policy that is no failure but not yet. Looking at CTE to make sure we poised to meet the regions' needs.

MONDAY / WEDNESDAY / FRIDAY		
1st Period	8:10 - 9:05	
2nd Period	9:10 - 10:05	
Team Time	10:10 - 10:40	
3rd Period	10:45 - 12:05	Lunch A) 10:40 - 11:05
		Lunch B) 11:10 - 11:35
		Lunch C) 11:40 - 12:05
4th Period	12:10 - 1:05	
5th Period	1:10 - 2:05	
6th Period	2:10 - 3:05	
TUESDAY		
1st Period	8:10 - 9:40	
2nd Period	9:45 - 10:20	
3rd Period	10:25 - 12:15	Lunch A) 10:50 - 11:15
		Lunch B) 11:20 - 11:45
		Lunch C) 11:50 - 12:15
4th Period	12:20 - 12:55	
5th Period	1:00 - 2:30	
6th Period	2:35 - 3:05	
THURSDAY		
2nd Period	8:10 - 9:40	
1st Period	9:45 - 10:20	
4th Period	10:25 - 12:15	Lunch A) 10:50 - 11:15
		Lunch B) 11:20 - 11:45
		Lunch C) 11:50 - 12:15
3rd Period	12:20 - 12:55	
6th Period	1:00 - 2:30	
5th Period	2:35 - 3:05	
Organize teachers / students into teams of 4 based on career pathways		
Each teacher assigned a multi-grade group within their team		
Explore the possibility of rotating lunch periods		

Motion to approve master schedule to begin for 2018- 2019 school year by Member Magner. 2nd by Member Roundtree. Consensus by Members Taylor, Ball, Kennison and Guilliams.

Ms. Kennison believes that we should be able to roll out something that says this is what we do and how we do it. Mr. Magner stated that maybe we do it more in a course catalog way. Mr. Hornblower stated that there is no blueprint to this because we are creating the blueprint

based on our needs and our kids. Ms. Kennison stated we can ask a committee to frame the work. Mr. Magner responded that he believes we need to let it bubble up and work through it. We don't want to make something that doesn't turn out to be relevant. Mr. Hornblower stated we can turn our summer into acceleration not remediation.

b. Enrollment/Attendance - Our current enrollment is 799 and attendance is 94.54%.

c. Staffing Update – & d. Consultation – Mr. Hornblower stated that all positions are filled at the moment. No need for consultation. Mr. Steidel has interviewed some baseball coaches and will know more soon.

8. **Adjournment** – Motion to adjourn by Member Taylor. 2nd by Member Magner. Consensus by Members Roudtree, Ball, Kennison and Guilliams to adjourn at 5:47 PM.