

# Westland Elementary School Community Council 2015-2016

February 8, 2016

9:00 -10:00 a.m.

Faculty Room

**ATTENDEES:** Barb, Sara, Shellie, Kerri, Nikki, Carrie, Joi, and Kelty

**Excused:** Neffy, Julie, and Michelle

**Guest:** Sandi Curtis - Faculty Secretary

**AGENDA & MINUTES:** "SCC's primary responsibility is to improve student academic performance."

Welcome!

1. Minutes were APPROVED for November 2015 Meeting (via e-mail majority vote).
2. Training.
  - a. Barb, Sara, Shellie, Kerri, Nikki, Carrie, Joi and Kelty have all been trained.
  - b. Kerri to follow-up with Neffy, Julie, and Michelle.
3. Timeline. (see attachments)
  - a. Motion to approve Timeline with one correction to "Develop a new School Plan for next year" (change from Feb. to Mar, pending budget) made by Barb – 2<sup>nd</sup> by Kerri. Voting was unanimous.
  - b. Motion to approve Rules of Order & Procedure with addition to council members capped at 16 members, two parent majority, serve for two years, and if miss more than three meetings may be voted off the council made by Sara – 2<sup>nd</sup> by Nikki. Voting was unanimous.
  - c. Motion to approve Parent Invitation with correction to spelling error in first paragraph made by Barb – 2<sup>nd</sup> by Shellie & Joi. Voting was unanimous.
  - d. Kerri will make corrections, then Shellie will post on school website by next meeting.
  - e. School Community Council binder is located in front office (on back wall cupboard behind Sandi's desk) containing copies of all SCC meetings and information.
4. Fundraiser Budget.
  - a. Cookie dough funds (back in fall 2015) brought in roughly \$10,000.00 subtract \$500.00 spent on prizes leaving a balance of \$9,428.00. Goal is to raise \$8-10,000 per fundraiser.
  - b. These discretionary funds are used to send student council to conference with T-shirts, assemblies (ie. BYU dance teams, etc), safety patrol, chrome labs, etc.
5. Surveys.
  - a. Discussed creating a survey for faculty and parents

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- b. Discussed combining information for SCC with PTA – in one survey. Utilizing Parent Teacher Conferences in March as the time to give the surveys via paper, computer, etc.
  - c. Joi volunteered to organize and oversee the survey and will report back in next meeting. Joi will also contact Kathie Gibson (PTA President) to coordinate survey info. and invite Kathie to our next SCC meeting. THANK-YOU JOI!
6. Safe Walking Route. (see attachment)
  - a. Barb gave each a copy of the walking route map. Some residents living on 7268 South have complained of speeding. Not enough traffic for city to install speed bumps, and not enough man-power to have an officer monitor speed. Faculty takes turns monitoring in front of school (drop off zones), and in back of school (playground) before and after school. Safety Patrol & Crossing Guards are positioned at crucial crossing zones.
7. Land Trust 2016-2017 School Year.
  - a. Pending budget from school board – move to March agenda
8. Feedback for overall school grade. (see attachment)
  - a. Barb gave copy of 2015 Westland School grade as “B”. Overall school grade is based on growth. A growth model is used to measure various factors. (see attachment) Find out more at [www.datagateway.schools.utah.gov](http://www.datagateway.schools.utah.gov)
9. Bridge between Council & PTA.
  - a. Discussed the benefit of having PTA members serving or attending SCC to help collaborate efforts between each council. Neffy, Julie and Michelle serve on PTA & SCC.
10. School Improvement Plan (SIP). (see 4 attachments)
  - a. Discussed SIP goal to increase the number of students testing proficient by 10% using SAGE and DIBELS data. Barb presented info. on Reciprocal Teaching on Comprehension Strategies by Lori Oczkus. Focus is on teaching comprehension strategies. One attachment shows improvement of lower grades over the last few years since Westland started using Common Core.
  - b. Motion to approve Reciprocal Teaching on Comprehension Strategies as a focus for SIP made by Kerri – 2<sup>nd</sup> by Sara. Voting was unanimous.
11. Other items for discussion.
  - a. Kerri mentioned posting a small column in the monthly school newsletter from the SCC, to improve parent awareness of SCC.
  - b. Put this item on March agenda for someone on SCC to oversee the column being submitted for printing each month.
12. Future agenda items.
  - a. Timeline, Budget, Surveys, LAND Trust 2016-2017 & SIP, PTA bridge, and SCC column in monthly school newsletter.

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13. Next Meeting: Mon. Mar. 7, 2016 at 9:00 a.m. in Faculty Room.

14. Adjourn.

## ACTION ITEMS:

1. Barb accepted the assignments to:
  - a. Distribute updated safe walking route map (when it's completed)
  - b. Report on budget for LAND Trust School Year 2016-17 in March meeting
  
2. Kerri accepted the assignments to:
  - a. Follow-up with Neffy, Julie and Michelle if they have been trained.
  - b. Update Contact List, Timeline, Rules of Procedure, and Parent Invitation, (fix errors) and submit to Shellie by Fri. Feb. 26, 2016.
  - c. Contact Neffy about writing SCC column in monthly school newsletter.
  - d. E-mail copy of February minutes to council members for vote of approval by Fri. Feb. 19, 2016. Votes due Fri. Feb. 26, 2016 by 12 p.m. (noon)
  - e. E-mail copy of March Agenda to council members, and to Shellie to post on school website by Mon. Feb. 29, 2016.
  
3. Shellie accepted the assignments to:
  - a. Post updated Contact List, Timeline, Rules of Procedure, Parent Invitation, February Minutes, and March Agenda on school website by Mon. Feb. 29, 2016.
  
4. Joi accepted the assignments to:
  - a. Gather survey information to report in March meeting.
  - b. Contact Kathie Gibson (PTA Pres.) to coordinate PTA & SCC survey info. and invite Kathie to March SCC meeting.
  
5. Council Members accepted the assignments to:
  - a. E-mail vote on February Minutes to [kerri.oakeson@gmail.com](mailto:kerri.oakeson@gmail.com) due Fri. Feb. 26, 2016 by 12 p.m. (noon)