

Meeting Minutes  
Bingham - School Community Council  
February 1, 2018

1. Welcome. *Chuck Baggett* 6:30 – 1 Minute\*
  - a. Special Visitor will be here later to discuss one of the items on the agenda along with Mrs. Richards-Khong.
  
2. Info. Regarding Minutes from December 5, 2017 Meeting. *Chuck Baggett* 6:33 – 1 Minute\*
  - a. No minutes from last meeting. Suggestions to get minutes.
  - b. We do need to come up with a plan on how to get minutes.
  - c. Open to suggestions as we don't want to misrepresent.
  - d. As the original recordings of the minutes were lost, the agenda is how we recall the details of the meeting.
  - e. Use notes from members and agenda – submit to Bryan.
  - f. Bryan will make a google doc and email it to the Council members
    1. Please submit notes by next Thursday.
  - g. According to law, we are required to have minutes from each meeting as documentation that the required four meeting were held.
  - h. We will use the agenda as a guideline and supplement with the contribution of the Council members.
  
3. General Council Administration. *Chuck Baggett* 6:36 – 5 Minutes\*
  - a. **Next meeting Thursday, March 22, 2018 – 6:30 pm**
    1. Review of minutes request
    2. Meeting attendance – quorum (If you are not able to come, please let us know in advance.)
    3. Voting – minutes, LAND Trust Plan for 2018-2019
  
4. Progress Report of 2017-2018 Plan. *Various* 6:43 – 15 Minutes\*
  - a. **Becky Wells** - Math Tutoring
    1. Schedule of tutoring is Monday through Thursday in the morning from 6 a.m. – 7 a.m. and in the afternoon from 2:30 p.m. – 3:30 p.m..
    2. 3-7 students every morning, increases to 20 students on test days.
    3. 8-10 in afternoons, also increases if a test is coming up.
    4. Make up test days there is an average of 12-15 students re-taking tests.
    5. 387 times signed in for help.
    6. 2,2H,3,3H,1050 are the classes for which the most tutoring is being used.
    7. Teachers have noticed it being beneficial to students.
      - a. Some go to own teacher not tutoring.
    8. Suggestion to survey students using tutoring to track how it is being used and to have sufficient data to keep plan going.
    9. This has been the best method used to assist students and to make help available in the school in recent years.
    10. Added benefit of tutoring is allowing students see the different teaching styles of the teachers at the school.
    11. We send a Skylert out with the schedule and instructions at the beginning of each year on how to access after school tutoring and post all material on the school website.
    12. Several locations throughout the school where the schedule and where to come to tutoring is posted.
    13. We also promote this through our counselors and assistant principals when meeting with students and parents.

14. To verify improvement to the plan, would a survey at the end of the year in each of the math classes be helpful?
    - a. The data that is being provided in progress reports and final reports seems to be sufficient for the needs of the district and the state.
      - i. There has never been any questions about the measurement data being presented.
  15. Suggestion to add a question to tests to see if they used the tutoring services.
- b. **Jeff Mackay** - Technology Update
1. Built and delivered nine 40 unit chrome labs –
    - a. Council purchased two of those labs which consists of 80 Chromebook, software and two 40 unit carts.
  2. The Council also purchased an Elmo (which is a document camera), 10 replacement Chromebooks, and a projector.
  3. Additional labs are being purchased.
  4. There are still some struggles with the wireless situation in certain areas in the building.
  5. The network update is scheduled to be installed this weekend.
  6. CTE department has ordered a replacement lab for the photo and yearbook classroom, which should arrive sometime this month.
  7. In the packet, you will see a mobile lab roster with the classrooms and teachers who house them.
  8. Management of labs – meetings with teachers who are responsible for them and implementing management protocols in classrooms.
  9. LT labs are the laptop labs and the CB labs are the Chromebook labs.
  10. Some labs have been stationed in strategic locations and are accessible to anyone in the school through a google calendar.
  11. Some of them are specific to a department based on the need and the amount of use, which is based on the data we collect from those calendars in identifying the saturation areas.
  12. Some of them are teacher specific. You will find that most of the teacher specific laptop and Chromebook labs have been purchased with other funding sources, specifically the Educational Technology budget that we receive from the district each year.
  13. Most, if not all of the Chromebook labs, as well as the laptop labs that have been purchased from LAND Trust funds are available to all teachers in the school based on first come first serve basis through the google calendar.
  14. Is there more need for additional labs?
    - a. Goal is to have labs in all classrooms. Bryan has a list of requests for additional labs. Chromebook labs are less expensive.
    - b. Science uses canvas for homework and tests.
    - c. Anytime we have teachers or departments asking for technology, we ask them to submit proposals.
    - d. Bryan Veazie currently has proposals from Social Studies department for increased access and has a proposal from the Science department for one to one access (one lab in each classroom) due to the frequent use of canvas and other technologies. They currently pull computers from other departments when they can; however, they are general all booked.
    - e. Can students buy their own to use in class? They need to be tied to school network and on their computer, they will not get maximum benefit for canvas.
- c. **Bryan Veazie** - ACT Preparation Courses
1. Registration Jan 22.
  2. Show ID and fill out google form to register for class.
  3. Classes started on Monday Jan 29.
  4. CRK added 93 additional books; therefore, we currently have 293 ACT prep manuals.

5. 30 guaranteed students haven't shown up yet and 20 on the waitlist haven't shown up. Will give up spots tomorrow.
6. Class is open to all students in the school. No students have been turned away.
7. We ended up registering a total of 320 students.
8. Students could select anywhere from one course to all courses.
9. If additional students buy their own book, they are able to attend the class.
10. We are confident that every person will have a book in hand.
11. Fortunately over the past three years, we have been able to get everyone in and everybody a manual. This year shouldn't be any different

5. Report on Comprehensive Guidance. *Renee Brady* 7:00 – 5 Minutes\*
  - a. **College day for juniors** – afternoon. Went well. It will always be for juniors going forward. The colleges stated they prefer morning sessions instead of afternoon. Next year will be in the spring.
  - b. **Class changes update** – Per Council's request, we provided more time for students to change their classes. Multiple Skylerts and announcements were given. This approach didn't seem to help with the lines much as several students and parents waited until the last days anyway.
  
6. Report on Arena Scheduling. *Renee Brady/Chris Richards-Khong* 7:07 – 15 Minutes\*
  - a. Arena scheduling was open Jan 5.
  - b. Changes are postdated from counselors and won't be in effect until January 17<sup>th</sup> (first day of semester).
  - c. It was discovered that when students change schedules on Arena Scheduling, Skyward only does the current dates, not future dates. This caused classes to overfill and premature schedule changes that impacted students.
  - d. Changes need to be first day of quarter.
  - e. Students didn't rectify issues when they were supposed to. There are too many options.
  
7. Recommendations for 2018-2019 Plan. *Bryan Veazie* 7:24 – 10 Minutes\*
  - a. Estimated distribution \$251,525.00 for 2018-19.
  - b. For 2017-18 new actual distribution was \$232,945.
    1. We anticipate getting an increase of \$18,580 from this year's distribution.
  - c. Supplement from other funding sources for PLC work this year. Our teams have worked so well this year that we have actually had to ask CRK to find funding from other sources to be able to supplement what, we as a Council, have set aside for Professional Development and Professional Learning Community work.
  - d. We will have no way of knowing actually what that amount the school will be contributing, but Bryan Veazie thinks we will be looking about \$11,000 – \$15,000 this year based on what we have been able to do and what success we have had with the PLC work.
  - e. Teachers have invested some of their own personal time to be more effective in their Professional Learning Community work.
  - f. Schools recommendation, based on our current experience and based on the momentum that we have been able to achieve in Professional Development and PLC work, is that we definitely look at increasing the funding for PD, PLC, and technology.
  - g. Bryan mentioned that for the last two years, we have discussed how we want to go about creating a plan for the next year.
    1. It's always been recommended that Bryan takes the current plan and the proposed school needs and put them in a plan format that we would then review in the fourth meeting and vote to approve as is or make some recommended amendments and vote as is with the amendment.
    2. Bryan offered to write up plan for next year and send out prior to March 22<sup>nd</sup> meeting
    3. Please come to meeting with questions or comments.

4. Plan submitted by March 30 to state and district.
5. Motion – Bryan to write plan. Motion approved.
6. CRK is pleased with PLC learning communities. She wants to be able to tell the teachers yes – go ahead and try new activities.
7. Becky Wells stated Secondary Math II teachers meet weekly outside of the provided PLC work time on Fridays.

8. Update on Digital Citizenship. *Bryan Veazie* 7:36 – 2 Minutes\*

a. **Report on NetSmartz Assembly** –

1. Josie Angerbauer (Bingham Alumni) did a great presentation – phone addictions, social media etc.
2. NY study of guides for people on smart phones.
3. How often do you use technology while driving?
  - a. Girl who lost parents from accident – young student who checked phone.
4. Strong impact on kids at assembly.
5. Risks and problems for digital safety. Impact of digital foot print for future. Spoke about how this can affect jobs after college.
6. Is it available online for others not in the school? There was a flier that it is available to community as well.

9. Legislative Update. *Sheri Mattle* 7:40 – 5 Minutes\*

- a. Flyer was provided with upcoming date for JSD Parent University.
- b. Bill watch app. for your phone. (watch bill Utah)
- c. Land trust bills – Write to legislators – used “I am your constituent” in subject line - they read them first. Sample letter provided.
- d. JSD Board – Priorities are listed on flyer provided. Bryan Veazie will email out to all Council members.

10. State of Bingham. *Chris Richards-Khong* 7:47 – 20 Minutes\*

a. **IB Program**

1. Program at Hillcrest
2. Bingham is interested in considering application to host.
3. Board has approved to proceed with process.
4. Early college programs. AP and concurrent already at Bingham.
5. Adding IB would be another program for early college program in the high school and offers students more options.
6. History of IB program –
  - a. 1800 IB schools in US. Currently there are several in Utah.
    - i. Hillcrest, Skyline, West, Ogden, Highland, Clearfield, Bountiful, Providence Hall, Walden, Itineris, Ames
    - ii. IB grew out of children of diplomats or military personnel who were living overseas and needed a way to show they had been in a preparatory college program.
7. We would be school within a school.
8. Whoever is selected as a host would be the magnet for the district.
9. Students would possibly come in on an academic permit from all over valley, but more importantly we would hope to capture some of our students who are going outside of our boundaries to access IB.
10. Potential interest in the program.
11. Cohort would start and gradually move through the grades.
12. IB diploma with specific coursework.

13. Certificate can be earned for taking certain courses.
  14. A new CTE career program has been added.
  15. Teachers are highly trained in different way of teaching.
  16. Some courses are more in depth.
  17. Courses provide a high level of rigor preparing students more effectively for college.
  18. Student work is graded by graders throughout the world.
  19. Pathways and future goals are important when we are trying to advise students. Advising is very important when working with early college programs.
  20. A student doesn't have to be gifted and talented or an honors student to apply for this program.
  21. This is still informational and we would like to know what your concerns or questions would be.
  22. Is this something you feel like Bingham should still look at?
- b. Cynthia Goates – boundary parent with students in IB at Hillcrest
1. IB is actually only for your junior and senior year
  2. High level or standard level – six areas – test at high level – 3 or 4 classes
  3. Community service, action and service, 150 hour project, sports can count
  4. Extended essay – work on it starting in second semester of junior year – 4000 words with teacher mentor. Critical thinking and research.
  5. AP and IB taught at the same time.
  6. Teachers at Bingham already have the skill set they need, this would be adding another component to their studies.
  7. Cynthia read a response from her children about the program.
    - a. IB got her son a lot of college credits.
    - b. From the full IB diploma, he received 30 college credits. Does not include the AP classes.
    - c. College was easy after IB program.
    - d. IB focuses a great deal on writing and discipline.
- c. As parents, what questions do you have?
1. Is there support for IB program at Bingham? Yes
  2. What is the timeline for applying? 3-4 years before starting.
  3. Concerns for school,
    - a. IB coordinator/counselor
    - b. Would it kill electives
    - c. Financial burdens
    - d. Training for program
    - e. Interest from teachers
    - f. Will it impact class sizes
  4. Academic permits, what is required of host school, ask and answer questions.
  5. Compare IB diploma to associates with graduation
  6. Learn from other schools and how they have implemented the program. There is a training for IB program.
  7. Is the program a good fit and support to the school?
  8. Do we need to bump up technology next year in preparation for IB program?
  9. Will infrastructure be covered by the district?
  10. Fees for students starting of junior year and pay for each exam that you take.
- d. True Blue
- e. Celebrations/Recognitions
1. Pro Start competition
  2. Debate to Berkeley
  3. AC Dec. – state coming up, took 53 of 90 medals

4. Wrestling – finals coming up,
5. Drill state finals on sat.
6. Swim region last week,
7. Winter guard
8. Percussion
9. DECA
10. Cheer took state
11. Hockey next week

11. Adjourn. 9:05 pm

**NEXT MEETING IS MARCH 22<sup>ND</sup>**