

# MINUTES

## OJHS School Community Council

September 3, 2014

### Members Present

Parents: Klea Harris, John Hilton, Brian Jensen, Amber Loosli, Cathy Monson, Angela Seegmiller

Teachers: Ashley Belnap, Krystin Carter, Joe Jensen, Kathy Larsen, Jake Sigafus and Glen Westbroek

Excused: Andrea Mangum and Andrea Wilson

- **Celebrate OJHS—exciting things going on at OJHS**

At the beginning of the school year OJHS began a new instructional coaching program. Teachers include Ashley Belnap, Mary Conrad, Kathy Larsen, and Glen Westbroek. They each have a coaching period every other day which they use to visit and observe other OJHS teachers, mentoring new teachers, and observing students in different classroom settings. This has been a valuable tool for teachers being able to discuss with their coach(s) what they have observed and giving suggestions on what they could improve on, both teaching and classroom management. Discussions have been beneficial to the teacher and the coach. Teachers continually want to improve and are open to suggestions given by their coach(s). There has been positive feedback from both the teachers and coaches.

- **Nominate and vote for SCC Chairperson**

It was proposed by John Hilton to nominate Andrea Wilson (parent) as Chairperson for 2014-15. Ashley Belnap 2<sup>nd</sup> the motion. The board voted unanimously supporting the motion. It was proposed by Glen Westbroek to nominate Kathy Larsen as Vice Chairperson (teacher). Jake Sigafus 2<sup>nd</sup> the motion. The board voted unanimously supporting the motion.

- **Trustlands Budget 2014-15—Title 1 influences on our budget**

It was proposed by Mr. Jensen that we make budget amendments at the October 1 meeting. Trustland spending should be academic in nature, focusing on student learning. Some suggestions were:

- Training student advocates in dealing with student conflicts or hostile situations
- Character Ed (first of each month)
- Educational Advocates
- White Ribbon Week (PTSA has done this in the past)
- Changing FLEX movies to be more educational

- **Collaboration Incentive Review Schedule/format etc.**

Collaboration groups will present to the committee on where they are and where they want to be. All groups will present in the spring. This is a change from the past where we allotted time at our monthly SCC meetings having 2 groups present. We will plan on March 9, 2015 which is a Teacher Development Day (no school for students) for those presentations. All board members are invited to sit on the committee and any parents who are not on SCC are also invited.

- **Meeting schedule for the rest of the year**

The Board agreed to continue to meet on the first Wednesday of each month, except for the month of December and possibly May unless there is need. Meetings will be held from 3:00-4:00 p.m. in the OJHS Conference Room.

October 1

November 5

January 7 (2015)

February 4

March 4

April 1

May 6 (if needed)

John Hilton made the motion to adjourn. Glen Westbroek 2<sup>nd</sup> the motion. Meeting adjourned at 4:15 p.m.

# MINUTES

## OJHS School Community Council

October 2, 2014

Members Present

Parents: Klea Harris, John Hilton, Brian Jensen, Amber Loosli, Andrea Mangum, Cathy Monson, Angela Seegmiller, Andrea Wilson  
 Teachers: Ashley Belnap, Krystin Carter, MarLynn Gardner, Joe Jensen, Kathy Larsen, Jake Sigafus, Glen Westbroek  
 Excused:

- **Celebrate OJHS—exciting things going on at OJHS**

Last year at this time SCC council gave the idea for the FLEX program to give each student a missing assignment report. This report will make students aware of what they need to complete in order to attend a FLEX activity. Comparing numbers from last year to this year there has been a dramatic drop of missing assignments that have not been completed. SCC had budgeted money for paper supplies but has surprisingly been a very low cost to produce the reports each week. Hooray to Wendy Talbert and Gwenna Terry our FLEX Coordinator for their hard work in making this a success. Congratulations to three OJH teachers who applied and received grants: Cathy Freeman, Camille Kingman and Glen Westbroek.

- **Review SCC/Rules/Procedures/Guidelines**

It was suggested that Mr. Jensen draft and updated SCC bylaws that best fit the needs of Orem Jr. Mr. Jensen said he will have that ready for the November meeting. At that time SCC council will review, edit and make changes if needed. The board will then vote on the new bylaws.

- **Follow up on discussion items from last meeting (5 minute limit each)**

- Character Ed / purchasing Mindset Curriculum.
- Buying Educational movies for our FLEX Library.
- Hope for Utah (Hope Squad) will be a peer mentor group. They will be trained in anti-suicide, anti-bullying and how to be a friend and mentor to their peers. MarLynn Gardner will be the advisor and it was suggested to have Mrs. Forsythe to be involved.
- AP Human Geography: John Hilton opened the discussion to see if there was a possibility and interest for the course to be taught next year at Orem Jr. There were pros and cons that were discussed but no firm decision was made.

- **Trustlands video**

All board members said they had a chance to view the video.

- **Discussion and action to amend budget**

	(\$52,000 submitted in April)	(\$60,000 current amount)
	Amount Budgeted	Proposed Amended Budget
Missing Assignment Initiative	\$15,000	\$ 5,000
Summer Collaboration	\$15,000	\$ 11,000
Subs (Teacher observation, PD, etc.)	\$ 9,000	\$ 9,000
Field Trips	\$ 2,000	\$ 3,000
Technology Grants)	\$ 9,751	\$ 22,000 (Mastery Connect, FLEX Movies, Matching

Mr. Jensen proposed that the extra Trustlands Budget be used to purchase Mastery Connect, educational movies for FLEX and the remaining amount be divided to pay for mini-grants. John Hilton made the motion to accept the proposed amended budget. Kathy Larsen 2<sup>nd</sup> the motion. The board voted unanimously supporting the motion.

John Hilton made the motion to adjourn. Andrea Wilson 2<sup>nd</sup> the motion. Meeting adjourned at 4:45 p.m.

# MINUTES

## OJHS School Community Council

November 12, 2014

### Members Present

Parents: Klea Harris, Brian Jensen, Amber Loosli, Andrea Mangum, Cathy Monson, Andrea Wilson

Teachers: Ashley Belnap, Krystin Carter, MarLynn Gardner, Joe Jensen, Kathy Larsen, Jake Sigafus, Glen Westbroek

Excused:

**Approval of minutes:** Amber Loosli made the motion to approve the minutes from the October 2, 2014 SCC meeting. Cathy Monson seconded the motion. The board voted unanimously supporting the motion.

- **Celebrate OJHS—exciting things going on at OJHS**

We are proud to celebrate the failure reduction rate (students who receive an F grade-no credit) which has significantly dropped since 2008. We are sending students to high school with more credit and their chances of graduating are very high. The graduation rate has also increased from 2008. In 2014, 94.3% of seniors graduated from Timpanogos HS and 88.3% from Mt. View HS compared to 75-77% in 2008. It is crucial we send our 9<sup>th</sup> grade students to high school with no deficiency in credit. Our new goal is to prepare students to go beyond high school, either to a trade/vocational school, college or university.

- **SAGE Testing (Student Assessment of Growth and Excellence)**

The results are in from SAGE testing last spring. Each student was given their testing results to take home to share with their parents. Though the scores do look low we cannot compare them to previous CRT scores-that would be like comparing apples to oranges. Sage results are a completely different measure. This year's results will establish a baseline for future testing and we expect scores to increase each year. Accurate assessment of student performance will help students prepare for college as well as competing in the future job market.

- **Follow-up items:**

**FLEX Movies:** Educational movies will be shown on Tuesday's only until we can get more feedback if students want to see more or less. Wednesday-Friday the "fun" movies are shown.

**Hope Squad:** T-shirts are in and training will begin on Friday. Kids are excited and are ready to start.

An invitation is extended to board members to come and shadow an Administrator, Gwenna Terry (FLEX Coordinator) or a teacher to see what we do each day. Best days to come would be Tuesday or Wednesday morning from 8:00-10:00 a.m. Then report back to SCC members about what you observed.

Glen Westbroek made the motion to adjourn. Brian Jensen seconded the motion. Meeting adjourned at 4:20 p.m.

Approved January 7, 2015

# MINUTES

## OJHS School Community Council

January 7, 2015

### Members Present

Parents: John Hilton, Amber Loosli, Angela Seegmiller, Andrea Wilson

Teachers: Ashley Belnap, Krystin Carter, MarLynn Gardner, Joe Jensen, Kathy Larsen, Jake Sigafus, Glen Westbroek

Excused: Andrea Mangum, Cathy Monson

**Approval of minutes:** Kathy Larsen made the motion to approve the minutes from the November 12, 2014 SCC meeting. Krystin Carter-Sanchez seconded the motion. The board voted unanimously supporting the motion.

**Approval of By-Laws:** Jakes Sigafus made the motion to accept the proposed OJHS School Community By-Laws. Ashley Belnap seconded the motion. The board voted unanimously supporting the motion. By-Laws will be posted on the school website.

- **Celebrate OJHS**

**Honor Roll:** The number of honor roll students has increased over the last six years. The school year 2008/09 42% of our students made the honor roll with a GPA of 3.5. With the increase of the GPA to 3.7, we now have 53% of our students on the honor roll. We credit this to the missing assignment report students receive at the beginning of each week. Students are developing good habits of completing and turning in their assignments in a timely manner.

**English Department** met together for two day collaboration where they made changes in their grading system and also adding a new standard to prepare students for the upcoming SAGE testing.

**Instructional Coaches** attended a conference that featured Jim Knight. Coaches are not critical or judgmental but are supportive and encouraging in helping their fellow teachers achieve their goals. The feedback has been very positive.

**Title 1 Recognition:** For the third year in a row Orem Junior has been recognized as a Title 1 Reward School for outstanding performance. Orem Jr. is the only traditional junior high to receive this honor.

- **Follow up on FLEX items**

An invitation once again has been extended to parents to come and observe Gwenna Terry (FLEX Coordinator).

- **Title 1 Plan**

Title 1 is federal funding that is used to ensure that all children have a fair, equal, and significant opportunity to obtain a high-quality education and reach, at a minimum, proficiency on State academic achievement standards and state academic assessments. Low-income students are determined by the number of students enrolled in the free and reduced lunch program. To qualify, at least 40% of students must be enrolled. Currently Orem Junior has 62% of our students on free and reduced lunch.

The benefits of being a Title 1 school are huge. With Title 1 funds, Orem Jr. has been able to add 2 math teachers, 2 English teachers and 1.5 science teachers. There are 10 classroom aides, 2 Guided Studies instructors, FLEX and CLAW Coordinators, and Diversity Specialist that are paid with Title 1 money. We also have been able to purchase iPads and other technology needs to help increase student learning. The complete Title 1 plan is posted on the school website.

- **Stake Holder Report**

Each board member was given a rough draft copy of the OJH Stakeholder Report. Mr. Jensen asked them to take a few minutes to review it giving input on items to be included, not include, grammar errors, and format, anything that would improve the report. The district requires that all schools send out a Stakeholder report to their patrons. OJHS compared to other school looks very professional and the content is very informative and easy to read. Thanks to Glen Westbroek who does a great job compiling the data and putting the report together.

- **Mini-grants**

There is money set aside for 2 or 3 classroom mini-grants. Mr. Jensen will email the information out to teachers who might be interested in applying. Criteria would be want/needs and benefits.

- **New Collaboration Incentives**

Collaboration incentive presentations will be held on Monday, March 9, 12:30-3:00 p.m. in the OJHS conference room. Parents are invited to be on the panel. The new format of presenting is simpler, clearer, and teams will be setting goals for the upcoming year. Next year they will have to report back on what their goals were and how much progress they made towards that goal. More information will be given at the February 4 SCC meeting.

Glen Westbroek made the motion to adjourn. Krystin Carter-Sanchez seconded the motion. Meeting adjourned at 4:08 p.m.

Approved February 4, 2015

# MINUTES

## OJHS School Community Council

February 4, 2015

### Members Present

Parents: John Hilton, Brian Jensen, Amber Loosli, Andrea Mangum, Angela Seegmiller, Andrea Wilson  
Teachers: Ashley Belnap, Krystin Carter, MarLynn Gardner, Joe Jensen, Kathy Larsen, Jake Sigafus, Glen Westbroek  
District SCC: Jennifer Fitzgerald  
Excused: Cathy Monson

**Approval of minutes:** Ashley Belnap made the motion to approve the minutes from the January 7, 2015 SCC meeting. Amber Loosli seconded the motion. The board voted unanimously supporting the motion.

- **Celebrate OJHS**

**State Honors Choir:** Miss Kingman took 75 OJHS choir students to participate in the honor choir which was held in the Salt Lake Tabernacle on January 31.

**Girls Basketball Team:** OJHS 9<sup>th</sup> grade girls team are the south region district champions with a 16-3 record. They will now move onto the district championship tournament beginning February 9.

**Latinos in Action:** A coat drive was sponsored by LIA January 26-30. They collected 275 coats which will be distributed by Community Action for those in need.

**Hope Squad:** Al Jazeera TV (US based network) came and filmed OJHS Hope Squad. Mrs. Gardner said they did so well and was very proud of the interview. Debbie will get the link from that interview and send it out to our SCC members.

**In-House Teacher Observations:** Several teachers have selected a student that they would like to “shadow” for a day. They follow that students schedule sitting in their classes observing their behavior, how they work, and interact with other students and their teacher. The student does not know they are being observed which has been a great learning experience for those observing.

- **Stake Holder Report**

It was discussed how we should sent out this year’s Stake Holder Report. In the past they have been mailed out to our patrons but with changes in the accounting system, that process might take longer to do (bulk mailing payment). It was decided that this year we would e-mail our patrons the report and mail out the report to those families who do not have an email address (100 families). It was also suggested that we give each incoming 7<sup>th</sup> grade student at registration a copy of the report and mail out copies to local business in the Orem Jr. area. Another suggestion was to change the format next year to one page, folding it in half or tri-fold so the patrons address can be printed and mailed by the district print shop.

- **New Collaboration Incentive**

The new format of presenting is simpler, clearer, and teams will be setting goals for the upcoming year. Next year they will have to report back on what their goals were and how much progress they made towards that goal. We would like to invite as many parents who are interested to sit on the panel. It was suggested that each SCC member would invite one parent. There should be 10-11 groups presenting with each presentation being no longer than 15 minutes. Parents do not have to stay the entire time, any time they can give is appreciated.

- **Budget Review/Trust Lands budget for next year**

We have been on budget with this year’s Trust Lands allocations with the exception of money allocated for fieldtrips and we haven’t spent as much as budgeted. Mr. Jensen feels that there will be a carry over to next year. He asked the board to bring ideas on what they would like to spend next year’s budget on. It was suggested to use data to see if there is an area where that money could best be used. Next year’s budget needs to be finalized at our April 1 SCC meeting.

Glen Westbroek made the motion to adjourn. Krystin Carter-Sanchez 2<sup>nd</sup> the motion. Meeting adjourned at 4:00 p.m.

Approved March 4, 2015

# MINUTES

## OJHS School Community Council

March 4, 2015

### Members Present

Parents: Klea Harris, John Hilton, Andrea Wilson

Teachers: Krystin Carter-Sanchez, MarLynn Gardner, Joe Jensen, Kathy Larsen, Jake Sigafus, Glen Westbroek

Excused: Cathy Monson, Angela Seegmiller

**Approval of minutes:** Krystin Carter-Sanchez made the motion to approve the minutes from the February 4, 2015 SCC meeting. John Hilton seconded the motion. The board voted unanimously supporting the motion.

- **Celebrate OJHS**

Each year the Alpine School District Foundation honors 10 teachers with the Accent on Excellence Award. Out of the approximately 3,000 teachers in the district, **Camille Kingman** has been awarded this honor this year. Her influence is being felt more and more on a state and national level as well. She is very deserving of this prestigious award.

The board viewed the video the OJHS Hope Squad made for Al Jeeza TV, "Ground Zero-Suicide Belt". The newly formed Hope Squad has been learning to be aware of others and how they are feeling. The focus of the group is to be positive and happy.

- **Schedule/format of the collaboration incentive**

Parent board members are invited to sit in on the collaboration incentive presentations on March 23 and 24, 3:00-4:00 p.m. in the OJHS Media Center. If they are unable to come they were asked to recruit one or more parent(s) that would come. This will be very good opportunity for parents to get to know teachers and see what teachers/departments are working toward to improve instruction and learning for students. Please let Mrs. Story know if you are able to come or who you have recruited.

- **Mini-grant proposals**

The following teachers submitted proposals for consideration:

1. Curtis Winters: Requesting \$500.00 to attend the ASTA (American String Teachers Association), March 18-21 in Salt Lake City.
2. Michelle Jensen: Requesting \$160.00 to cover cost of supplies for a math activity.
3. Kyle Bilbao: Requesting \$415.00 for a wireless Bluetooth to use in the new gym.
4. Glen Westbroek: Requesting \$3,200.00 to upgrade and replace microscopes for the Science Department.
5. Jake Sigafus: Requesting \$500.00 for testing his German 2 and 3 students through (AAPPL). AAPPL Measure assesses interpersonal listening/speaking, writing, interpretive reading, and listening.
6. Miguelina Swallow: Requesting \$275.00 for games/software/spin wheel/buzzards for her Spanish classes.
7. Mary Conrad: Requesting \$1,600.00 to attend the NCTM (National Council of Teachers of Mathematics) Conference April 15-18 in Boston.

Mr. Jensen asked the board if they wanted him to approve the proposals then report back to them since there is enough money budgeted or if the board would like to hear the proposals and make the decision. It was discussed and the board would like to hear the proposals and be a part of approval process.

- **Trustland budget 2015-16**

April SCC meeting will be a very important meeting. The board will discuss and finalize next year's Trustland money. Several ideas have been: increasing our technology needs; continuing and possibly expanding teacher collaboration; forming a new teacher academy (mentoring program); increase student learning fieldtrips. Mr. Jensen will present to the board OJHS School Improvement Plan for the upcoming school year.

Glen Westbroek made the motion to adjourn. John Hilton 2<sup>nd</sup> the motion. Meeting adjourned at 4:05 p.m.

Approved April 1, 2015

# MINUTES

## OJHS School Community Council

April 1, 2015

Members Present

Parents: John Hilton, Brian Jensen, Amber Loosli, Andrea Mangum, Angela Seegmiller, Andrea Wilson  
 Teachers: Ashley Belnap, Krystin Carter-Sanchez, Joe Jensen, Kathy Larsen  
 Excused: Cathy Monson, Jake Sigafus

**Approval of minutes:** Angela Seegmiller made the motion to approve the minutes from the March 4, 2015 SCC meeting. Krystin Carter-Sanchez seconded the motion. The board voted unanimously supporting the motion.

- **Celebrate OJHS**  
 The Fine Arts department hosted Evening of the Arts on March 6 and Seussical the Musical later in the month. Both productions were very entertaining. It was also exciting to see the growth and improvement that the students have made from the beginning of the school year. A big thank you to Mr. Winters, Miss Kingman, Miss Johnson, and Mrs. Wilson for all their hard work and effort.
- **Review of Collaboration Incentive presentations**  
 The feedback was very positive on the presentations and new format. Parents commented that they liked how each department seemed more cohesive and recognized areas they needed to improve and set goals which are very helpful during summer collaboration.
- **Review School Improvement Plan for next year**

The following School Improvement Plan (SIP) for 2015-16 was presented and proposed to the board for approval.

The budget will be in 2 categories: Professional Development and Student Implementations

Professional Development

Salaries	FLEX Missing Assignments	Summer Collaboration	Subs training, conferences, classroom observation	Total
	\$10,000	\$15,000	\$9,000	\$34,000

Student Implementations

Transportation fieldtrips	General Supplies	Equipment computers, hardware, instruments, furniture	Total
\$2,000	\$5,000	\$9,751	\$16,751

TOTAL of Proposed Budget \$50,751

Brian Jensen motioned that the proposed budget was complete and ready for board approval. Andrea Wilson second the motion. The board voted all in favor with no opposed.

John Hilton made the motion to adjourn. Brian Jensen 2<sup>nd</sup> the motion. Meeting adjourned at 3:45 p.m.