



# Dolvin Elementary School Governance Council

## Minutes

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*Date 11/19/19 | Time 7:00 am | Location Dolvin Elementary School, Room 106*

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Call to Order (Jessica Stewart) 7:04

Action Item: Approve Agenda (Jessica Stewart); Motion made by Jen Shaffer; Seconded by Oma Anuebunwa- Motion approved unanimously.

Action Item: Approve October Meeting Minutes (Jessica Stewart)- Motion made by Andy Stein; Seconded by Sarah Lee; Motion approved unanimously.

Public Comment- No public comment- Discussed that we may add public comment opportunities each month and advertise more as needed.

Informational Item: Summit Counseling-Brittany Byrd (Karen Cooke)

- Visitors introduced themselves
- Shared that she (Brittany) will be here Monday and Thursday. She will meet with students in small group or individually. She works with anxiety, ADHD, bullying, life transitions, grief and loss. Parents and teachers can recommend children for counseling services. They offer 30 minute pro-bono evaluations. There is an online referral form as well linked on the Dolvin website. Parents can speak with Brittany about their child's needs.
- Jessica clarified that students can go to the school counselor first. Brittany is a supplement.
- If students are referred to Brittany, does it mean parents will have to pay for services? If students get referred, parents will be notified before any paperwork and payment is expected. All students will have a 30 minute evaluation to determine needs.
- Summit is a preventative measure for possible counseling needs.
- Summit is a community non-profit counseling center.
- Summit on sight is on its 5<sup>th</sup> year in the school system.
- Trusted adult training is available through Summit as well.
- Affordability- Summit is an out of network provider. Parents will have to communicate with their insurance provider to figure out reimbursement. They work on a sliding scale. Students on free and reduced lunch can have the sessions paid for.
- National statistics stated that 50% of mental health problems are shown by the age of 14. Summit will act as a preventative measure to address mental health here at school.

Informational Item: Principal's Update (Karen Cooke)

- Staffing: Two staff members have left us in the last couple of weeks. Carol left due to her husband's relocation to California. Johnston left suddenly. With both positions, it is very difficult to hire at this time. We have hired a special education teacher for Carol's position. The 4<sup>th</sup> grade general education position is still vacant. We offered the position to one candidate but she has chosen another job. Another candidate was appointed and has accepted and signed her contract and will start on December 9<sup>th</sup>. To supplement for this classroom, we have placed 3 teachers into this classroom to support students learning. Ms. Halron, Shaffer, Mentzer and Polaski have been in there throughout the day.
- Thanksgiving feast is cancelled because our cafeteria manager has also resigned due to family needs. We have an excellent manager standing in the position.

Discussion Item: Review PBIS data from October (Jenn Shaffer)

- From September to October, minor referrals went up as expected. Not significantly. They are coming in throughout the day. 4<sup>th</sup> grade still has the most at this time but all grade levels have given referrals.
- Inappropriate physical contact, disrespect and refusal to follow directions are the highest causes of students getting referrals.
- Behaviors are happening throughout the day, more in the afternoon but time is dispersed.
- Teachers are using take a break in multiple ways as a logical consequences. Teachers were provided with a red folder for a child to take/deliver to another room as a form of “take a break” without the student being told to “take a break”.

Discussion Item: Strategic Plan and Strategic Plan Monitoring Tool (Jessica Stewart)

- A. Update tool & discuss questions about specific outcomes/initiatives- discussed if we want to post numbers of referrals and splash card on monitoring tool. We discussed how this year will be a good year to develop a baseline of referral data for both major and minor referrals by grade (cohort). Examples were discussed in 4<sup>th</sup> grade this year. Discussed a chart that we will make tracking cohorts minors and majors. Discussed how splash cards and “hats” earn class/school wide/individual rewards.
- B. Continue working towards SGC goals for the year – Discussed how we need to be documenting these formative assessment discussions and the steps we are doing to reach our goal. Evidence of progress can be both activities that support work towards our goals. Next time we review our monitoring tool, we need to look at #Dolvinconnects. We will take a look at how we track this data. Discussed creating an email address for parents to send pictures to or a google form. Decided on a google email account.

Discussion Item: Set Next Meeting Agenda (Jessica Stewart)

- Dolvin Connects
- Budget committee notes from meeting on December 9<sup>th</sup>
- Partnerships

Action Item: Meeting Adjournment (Jessica Stewart) Motion made by Andy Stein; Seconded by Oma Anuebunwa.