

## Site Council Meeting Minutes

Tuesday, November 10, 2015

Members of the HHS Site Council attended a training session at Haverhill High School for Site Council members across the district. During the training session we received handouts on what a Site Council is and how it should function and who its members should be. We also received a copy of the Conflict of Interest Law and were instructed to take the online Ethics Training and return a printed copy of our certificate to the principal from our school. We were seated by school so that we could also conduct a Site Council Meeting and the minutes from that meeting are as follows:

Kathy Kaczor took notes.

Meetings must be posted through the City Clerk's office with the agenda three business days before the meeting date. Site Council members will be given access to a Site Council specific Google Drive where information about Site Councils and generic meeting related templates are stored.

Julie Kukenberger instructed us to determine three goals for our school for the year for us to address as a Site Council going forward:

Our goals were to increase Student Achievement through:

Improving Attendance

Decreasing the Dropout Rate/Improving the Graduation Rate

Increasing Parental Involvement

We discussed what would make our Site Council meetings successful. Site Council has distinct responsibilities regarding the overview of the School Improvement Plan and School Budget. Site Council meetings are to be task orientated and need to respect the agenda as well as the members' time. Meetings are goal orientated and not a place for personal/personnel related issues. Site Council meetings are to focus on what is best for the student body as a whole at Haverhill High School.

Julie Kukenberger instructed us to make a list of wants vs needs for our school.

Wants	Needs
1-1 Device School	More teachers in both core academics and SPED
Band Equipment	SAT/MCAS Tutoring
Stage refurbishing	After School Help
New Mission Statement	SPED support staff – helps keep kids/programs in district
	Computers to replace ageing and broken inventory
	Parental Involvement
	Vocational Certification from DESE
	More EPS positions to replace lost staff from grant

Julie Kukenberger's final assignment for the meeting was to begin putting our goals/needs into items for our School Improvement Plan.

Our first item is to address inconsistencies with the grading policies and create a culture shift at the High School where the staff embraces the new ideas regarding grading on what the students learned vs how they learned it. Additionally, staff is being encouraged to break their comfort zone and find different methodologies to teaching that are more engaging to the students. Teachers should be doing much less talking than their students so the students have more opportunity to process and show what they are learning.