

Walnut Hills High School
LSDMC Meeting Minutes
September 19, 2019 6:00pm

Attendees: Laura Stith Deck, John Chambers, Jessica Smitson, Terrance Poole, Lisa Brokamp, Brad Smith, Sylvia Nelson, Richard Graeter, Judy Neff, Matthew Eggers, Dillon Vorherr

Guest: Sofia Tollefson

Not in attendance: Francesca Bownas-Rayburn, Ashley Morgan, Rich Coleman

1. Welcome and Introductions

- (Chair/Parent Rep.) Dr. Laura Stith Deck, (Vice-Chair/Community Rep.) Dr. Terrance Poole, (Recorder/Assistant Principal) Jessica Smitson, (Principal) John Chambers, (Parent Rep.) Sylvia Nelson, (Parent Rep.) Judy Neff, (Community Rep.) Richard Graeter, (Teacher Rep.) Lisa Brokamp, (Teacher Rep.) Brad Smith, (Student Rep.) Dillon Vorherr (Grade 11), (Student Rep.) Matthew Eggers (Grade 12), (Visitor) Sofia Tollefson

2. Student addressing LSDMC on Class Rank

- Class of 2020 student-body member withdrew request to speak at the meeting

3. Approval of May Minutes

- Brad Smith question about Motion listed without a vote (propose Insignes Scholar designation). Changed “Motion” to “Propose”
- Motion to approve J. Chambers, seconded by Laura Stith Deck; all approve

4. LSDMC District and WHHS by-laws

- Laura reported that historically CPS prefers that schools do not have their own by-laws. WHHS has always maintained separate by-laws. After reviewing them last year, Laura discovered that they were drastically different and that WHHS had not made changes as CPS changed the district by-laws. Last year, major edits were made to WHHS by-laws to bring them in line with CPS district LSDMC by-laws. WHHS by-laws now have few differences compared to CPS.
- Laura gave highlighted copy and reviewed the only differences our by-laws:
 - Mission and vision included in the by-laws
 - Presently LSDMC does not appoint two parent reps to ILT
 - Parent Assoc. determines who Parent reps are, responsibility delegated to them.
 - By-laws removed regarding CLC, we are not one, and the process to become one extremely difficult.
 - We are currently not looking at CLC for mental health
 - The district is making changes. If we do pursue CLC it will include many additions over mental health.
 - Two statement removed from Section 1. Brad Smith questioned removal of #4 – “LSDMC recommends the lead agency, resource coordinator, afterschool

- programming, health, mental health and other support services.” After discussion, decision to put that sentence back in.
- Resource Coordinator changed to coordinator of resources, changed to lowercase
 - District by-laws student reps are non-voting members; WHHS LSDMC wants them to be voting members
 - Added couple of lines for persons who want to speak to LSDMC, procedure to request more than allotted 2 minutes to present to group
 - Motion to accept with the amendment Article 2, section 1, #4
 - Moved Richard Graeter, Second John Chambers; all approve
 - Laura highlighted that LSDMC is governed by the *Open Meetings Act*: requires public bodies in Ohio to conduct all public business in open meetings that the public may attend and observe. This means that if a public body is meeting to discuss and vote on or otherwise decide public business, the meeting must be open to the public. Certain opportunities to go into executive session - very limited list.

5. LSDMC Responsibilities and Priorities

- [WHHS LSDMC By-Laws](#) – reviewed responsibilities of LSDMC
- Review by-laws annually
- Priorities for last year and this year
 - 2018-19
 - Mental Health and concept of class rank (mental health and affects student’s ability to get into college programs)
 - Enrollment
 - 2019-20
 - Enrollment
 - Conclude class rank program
 - Mental health - continuous, package and disseminate information, involve others, and make decisions and finalize programs/info
 - New SCPP exam (IOWA test) for enrollment
- Motion to approve
- Moved John Chambers, Second Graeter; all approve

6. Election of Officers

- Chair: (stipulation must be either a parent rep or community rep) Laura Stith Deck (nominee) unanimous
- Vice-chair: (serves in the absence of chair and potentially move into chair role) Terrance Poole (nominee) unanimous
- Secretary: (minutes as mtg goes along) Jessica Smitson (nominee) unanimous

7. Principal’s Report:

- This week a student reported that they overheard another group of students say they wanted to shoot up the school. Students were unable to identify who made the statement. One of the

students who reported this put the threat on Snapchat and it spread on social media.

Tomorrow, 9/20/19, we will have additional security on campus. CPD will be on the alert.

- Global Strike Walkout happening tomorrow. Organized by Students Who Demand Action
 - CPD will be aware of mass exodus (pre-planned walk-out).
 - If students have parental permission we are not to stop students from leaving school grounds.
 - Walkout scheduled for mainly 11-12 lunch.
- Per parent rep Sylvia Nelson, she heard from some parents that the email and robocalls sent to inform parents this week of the rumor was not enough information
- New process district is using approval for budget transfers: budget transfer must be approved by ILT and LSDMC
 - Martha Geller contracted vendor position need to create a new position, it's coming
 - Testing Coordinator increasing position from school year resource coordinator to full year position \$1972.00 additional salary – LSDMC unanimously approved
- Homecoming coming up (10/4 football game, 10/5 homecoming dance, 10/4 chalk drawing and Earth Jam (moved from the Spring to the Fall...not only weather, but field trips, testing, and dances have been in conflict with scheduling the chalk drawings in the last few years.)
- Review of State Report Card: School Overall Grade increased in the last year from a B to an A.
 - B in achievement: performance index and indicators met: page 2 (indicators listed)
 - Pie chart, almost 90 and above, geometry 89, EOC is marker they set for us.
 - Gifted indicator hurts us...we have 1335 students identified as gifted and perform at accelerated and advanced level. If those students score high one year and don't score higher next year there is no growth.
 - Chambers state area of focus is 18.7% chronic absenteeism. State changed way to calculate attendance, hours versus days. Absent one bell that's one hour missed. Excused or Unexcused it doesn't matter.
 - State indicator goal is 13.6% or lower. Chronic Absenteeism 37 hours and 64 hours letters go out.
 - Bar graphs: 5 year trend going up 2015 (110.8), 2016 (105.6), 2017 (106.8), 2018 (106.1), 2019 (107.5)...96.4 ELA overall and 97.0 Math overall
- Laura asked for update on Mental wellness initiatives at WHHS. Jessica Smitson reviewed:
 - Theme for the year—Kind and Respectful Environment
 - PBIS plan (Positive Behavior Intervention Supports)
 - Provides students with a matrix for expectations: in the classroom, in the hallway, in the cafeteria, and interpersonal.
 - Use the SOAR Acronym-- Successful, Own Actions, Acceptance, Respect—use this with all PBIS work
 - Yard Signs were purchased and displayed for students and staff for the start of school with positive messages.
 - Staff Training on August 13th, 8:30-10 and 10:15-11:45—2 sessions—all was conducted with positive feedback.

- Trauma—Dr. Shapiro (Jennifer Ormand assistant to confirm) Plus toolkits created by Shannon Russell to help with ideas to incorporate into the classroom
- QPR—all teachers received this suicide gatekeeper training prior to the start of the year
- Weekly newsletter (starting 2nd quarter) to all families and faculty to include: birthdays, mental health facts and figures, relate to monthly themes, faculty updates, etc.
- Flowchart for student support services have been added to the website: scrolling message and under student tab
- Create a system of encouragement—1N5 printed 2000 postcards to be sent home with words of encouragement and thanks students for SOARing.
- Wellness Weeks—work with WOKfest (fall) and BC2M (April)—to create a wellness week that will be held at lunch for all—think this may be better held in September and February
- Faculty meetings are on a rotation with administrators presenting for one month and staff the following month. This provides staff an opportunity to begin sharing their best practices with their colleagues.
- Admin team to greet students outside every morning or at lunch
- Jenna Fisher is coordinating Teacher Appreciation –questionnaires have been sent out to create a list of favorites. The monthly incentive will be provided by administration and sponsored by our Parent Association Mental Health Group.
- Highlight staff doing kind and respectful actions. Include these in the announcements as well.
- Teacher acknowledgement in announcements and in Eagle Flyer.
- September 11 was the mental health parent meeting—Shannon Russell and Jen Palmer presented “Talking with your student about mental health” and administrators answered parent questions.
 - [Talking with your student about mental health presentation](#)
- BC2M is going to speak at grade level meeting and also talk to all 7th- 12th graders to introduce the club and to encourage everyone to be a part of it. BC2M is setting up a table at all home football games to educate and raise funds.
- WHHS will host a quarterly Community Meeting for parents to bring up to speed on current projects and provide Q&A panels
 - First meeting will be on Adolescent Brain Development, date tbd
- Eagle Buddies are being organized—7th-8th graders paired with 11th-12th graders as mentors
- DAPP is creating posters about mental health. 1N5 will provide posters that will be displayed in halls—Nov/Dec
- **Next Steps:**
- BC2M group presented at faculty meeting and identified teachers that would like to get additional training and be designated as a “safe person” to talk to.
 - Shannon Russell will do the additional training and teachers will have some kind of signage to indicate their role.

- Student Support Services Flowchart will go to all teachers.
 - Shannon Russell will create a toolkit for teachers around self care, boundaries and PBIS concepts to do a breakout session at a faculty meeting—Date??
 - Hold a Health Fair—bring in local organization that can talk to students at lunch and hold monthly sessions (yoga, mindfulness, etc)—Ashley Morgan will work on this when she returns.
 - Create CALMING Carts that can be moved from room to room—do a training with the teachers who will be a part of this, include fidgets, coloring, yoga mats, etc—Kathy Restle is working on a schedule for this
 - Next Meeting: October 8th at 9 am
 - Laura questioned status of Mental Wellness tab on website. This was the plan from the beginning of last year to put all the Mental Wellness initiatives, directions of how to request MH services, programs offered on mental wellness in one quick and easy spot for parents, students, etc. to access. Mr. Chambers reported that there are issues with adding a tab to the website. Website is about 10 years old and really needs a new platform for better functionality. Girls that Code have taken this on, but expected to take a year to get new website up and running. Need to have a visible place for families to access this information in the meantime, as this cannot wait another year.
- **Enrollment:**
 - Total number of students enrolled: 3026
 - 7th grade: 483, 8th grade: 528, 9th grade: 495, 10th grade: 494, 11th grade: 533, 12th grade: 490
 - Demographics: Asian students: 135, Black students: 721, Hispanic students: 58 students, American Indian: 6, Multi-racial: 275, Native Hawaiian/Pacific Islander: 6, White: 1825; Male: 1398, Female: 1628.

8. ILT Report:

- Discussion PSAT schedule
- Discussed giving 7th graders IOWA test on that day
- Discussion about Dept. Chair meetings
- Request for Paraprofessional for testing 504
- Discussion block scheduling week 1: two days before Thanksgiving week Block schedule
- Increasing Maria Horn to year round

9. Student Report:

- Questions from students: printing issues
 - Kudos to students to making printing happen. No other school in district print like WHHS...no idea of how to allow students to print, no software created with new printing system.
- What's happening with the grass lot near Lot D?

- The lot is being graveled so it is better for student parking (playground split to bush Line is all gravel (done tomorrow) more parking, better organization. Funded by Alumni Association and c/o 2019.
- Student Congress Homecoming week: WOKE fest, Earth Jam, Pep Rallies, Homecoming games, court, parade, Chalk drawing, teachers out for AP training.
- What's happening with the hallway?
 - Walls in alumni hallway are being repaired.
- What's happening in bathroom in 1300's?
 - Mr. Chambers will investigate

10. Parent Report: None. Group of parents had requested to meet with LSDMC parent reps re: how to improve mental wellness at WHHS.

11. Community Report:

- Alumni Foundation meeting there was talk surrounding 125th anniversary.
- Two reunions this weekend. 1969 50th reunion given opportunity to go back to class...choose classroom to visit during 6th bell and then Mr. Caliguri's students performed 7th bell.

12. Other Business

- LSDMC calendar – Laura to send by email.
- LSDMC meetings and topics for district
 - Information in LSDMC manual
- Reviewed district-wide LSDMC meeting schedule - open to all except first meeting, open only to Chair and Principal
- Next meeting return to distinguished grad and May minutes

Motion to adjourn Sylvia Nelson 2nd Terrance Poole 8:13 pm; all approve

Respectfully submitted,
Jessica Smitson