

JAMES B. DUDLEY HIGH SCHOOL
Minutes of the Site-Based Leadership/Title I Team Meeting
Virtual Meeting via ZOOM
Tuesday, October 13, 2020
4:30 PM

<i>Membership/Attendance Roster</i>	<i>Representation</i>
1. Addae, Bernice	Math Department Representative
2. Arce, Dris	Dean of Students
3. Brasher, Tori	Assistant Principal – Grade 10
4. Donahue-Wright, Cheryl	Community in Schools/Student Support Specialist/Co-Recording Secretary
5. Farrish, Iris (Absent)	Exceptional Children Department Representative
6. Fulp, Bonnie	Media Specialist
7. Giersbrook, Justin	Social Studies Department Representative
8. Hargett, Bonita	SBLT/Title I Team Chairperson
9. Hines, Michelle	Counseling Department Representative/Vice Chairperson
10. Hussey, Joey	Assistant Principal – Grade 11
11. Jackson, Treena (Absent)	Parent Representative
12. Jackson, Roger	Cultural Arts/Fine Arts Representative
13. James, Brenda	Dudley Alumni Association
14. Malloy, Nakita	CTE Department Representative
15. Oates, Jessica	English Department Chairperson
16. Reeder, Ann	School Social Worker/Dropout Prevention/Homeless Liaison & Co-Recording Secretary
17. Roberson, Angela	Parent Representative
18. Russell, Tyshawn	Science Department Representative
19. Sellars, Fredrick	Assistant Principal – Grade 12
20. Smalls, Eunika (Absent)	PTSA President
21. Timmons McLaughlin, Lisé	School Principal
22. Tonkins, W. Dale	Community Representative
23. Vacant	Classified Staff Representative
24. Walton, Elanda (Absent)	Academic Coach – Instructional Support
25. Washington, Dwayne	Assistant Principal – Grade 9

HANDOUTS

1. Site Based Leadership Team/Title I Team Agenda – Shared via screen
2. Minutes of the Site Based Leadership Team/Title I Team Meeting – Tuesday, September 9, 2020 (Emailed to the Team by Anne Reeder)
3. Minutes of the Special Called Meeting – 8-27-2020 (Emailed by Anne Reeder)
4. Emergency Re-Opening Meeting – 9-23-2020 (Emailed by Anne Reeder)

CALL TO ORDER: The meeting was called to order by Bonita Hargett, Chairperson at 4:30 pm.

APPROVAL OF THE MINUTES:

The minutes of the August 11, 2020 ZOOM Meeting, the Special Called Meeting and the Emergency Re-Opening Meeting were read and approved.

NEW BUSINESS & GREETINGS - Lise Timmons McLaughlin, Principal

REOPENING SCHOOLS

Plans to reopen schools are ongoing and will start with a gradual reopening schedule beginning with PreK – 2nd grade this week. Plans are in place for the remainder of Elementary, Middle School and select High School students to begin next Tuesday. High School students include vulnerable students who are at risk due to being in transition, those who require the support of the Exceptional Children's Program and/or those referred by a counselor, teacher or parent for mental health support.

Mr. Sellars shared that the Admin Team has tried to be as proactive as possible to ensure a safe environment, as well as alignment with district protocol. Monday is a Teacher workday and will be the first day all teachers will return to the building. There will be 3 check-in points on campus for temperature checks and screener questions upon arrival. The screener questions are accessed via scan of a QR code directed to individual cell phones. Responses are populated to a spread sheet for admin. Since this check-in process started, no one has had a temperature above 100. After teachers check-in, staff will report to his/her classroom. Virtual meetings will be scheduled for socializing and/or for purposes of planning or business and anytime staff leaves the classroom, they must wear a mask. Departmental meetings will be held with staff to go over expectations for Tuesday, the first day for students who opt to return. Student arrival/check-in protocol will include temperature checks and masks as well. Students will report to their first block class where they will remain for the duration of the day. Admin is working on a bathroom schedule that will manage bathroom usage. Teachers will escort students to the restroom as a class.

Ms. Roberson asked how many staff are in the building now versus next week. Currently, roughly 35% - 50% are in the building on a regular basis. She also inquired about how many students we are expecting next Tuesday. It was reported that 500 students were invited to attend two days a week (A/B day schedule). If all invited students show up, there will be 250 students per day. Based on the calculations of the number of classroom teachers available, the largest number in any class would be 10 students. According to L. Timmons McLaughlin, some parents have already communicated a preference to have their child continue remote instruction.

The schedule for instruction will be M/T, Th/Fri and closed Wednesday for cleaning.

B. James – Posed follow-up questions and expressed concern about the Reopening of School. “I am concerned about students and staff.” Ms. James offered that it sounds like everything is in place for perfect scenarios, but this will not always be the case. She added that she heard on tv that COVID case counts are going up, with Guilford County having the highest numbers in the state and emphasized, “I want everyone to come back to a safe environment.” She raised the following questions:

- **If a student comes to school with a temperature or shows symptoms, how will these cases be handled?** *F. Sellars explained that students will be held in an Isolation Area until a parent comes to pick the child up. We have PPE in place such as gowns, face shields, masks and gloves.*
- **If a teacher has a temperature, will s/he be sent home?** *F. Sellars stated that the district has provided schools with a COVID flowchart that specifies protocol for handling these situations. If a staff person feels sick, they should stay home. If they come to work, they will be sent home and encouraged to seek COVID testing if symptoms persist.*
- **Will a sub be called in for a teacher who is sent home?** *According to F. Sellars, subs will be called if they are available. We have needed 3 so far this year and have had difficulty securing them. We may have to use other teachers who have planning for coverage in the absence of subs.*

L. Timmons McLaughlin summed up discussions by encouraging everyone to vote because this is not just a Guilford County issue. She added that she is in the building everyday and would not be there if it was not safe. She stated that the Gold Team has tried to think of every possible thing and are prepared for whatever. She concluded by saying, “We are going to do what the Federal Government asks us to do and to make sure students get what they need.”

NEW STAFF INTRODUCTIONS

L. Timmons McLaughlin introduced new Admin. staff.

Ms. Tori Brasher has come on board as our 10th grade Assistant Principal. Ms. Brasher shared that she is from Greensboro and attended Lincoln Middle and graduated from Smith High School. She attended college at UNCG and received her masters at UNC Charlotte. She has been an educator for 10 years. She is a foster adoptive parent and has three children, ages 6, 4 and 3. Her “drive” is Service, Support and Collaboration.

Ms. Dris Arce will join the Gold Team as our new Dean of Students. Ms. Arce introduced herself and shared that she is a native of New Jersey. She graduated from NC A&T State University and has enjoyed a rewarding career in education. Prior to accepting the position of Dean of Students, Ms. Arce worked as an English teacher at HP Andrews. She expressed enthusiasm and excitement about her transition to the Dudley family.

Mr. Burney has been hired as our new Learning Center Teacher. His first official day is Friday. He will assist with temperature checks and with ensuring students have masks when they return to the building. He also will float in between classes to make sure things are going smoothly and to assist as needs arise.

Ms. Hansley will start the last week of the month as an Art Teacher. She has been working in Winston Salem. We are waiting for her release. We look forward to her arrival.

COACHING STAFF UPDATE

Our Head Basketball Coach position opened. Coach Prince who is the Assistant Coach from last year has been promoted to this position. He has been at Dudley for 8 years. He teaches math and is our Golf Coach. He knows our school and our players, so the familiarity will be beneficial. Basketball practice starts next week.

SIP GOALS and MISSION STATEMENT – Mr. Sellars, 12th Grade Assistant Principal

MISSION STATEMENT

Based on discussions this summer, the Mission Statement has been revised and will be finalized after all of our stakeholders have had an opportunity to review the revision and to make suggestions.

A1-02

During each monthly meeting, we will cover 1-2 goals. A1-02 was reviewed during today's meeting. This goal addresses the Evaluative Cycle for Licensed Staff. Due to school closure last year, the cycle was altered. This year, observations will resume virtually. Following each observation, teachers will have the opportunity to collaborate with their evaluator during a post conference to receive instantaneous feedback and support to ensure quality instruction.

In addition to observations, ALL Licensed Staff must complete a PDP that includes a School Goal, Content Area Goal and a Personal Goal. A Summative Evaluation is a part of the Evaluative Cycle and will be completed at the end of the school year.

Mr. Hussey has created an evaluation schedule based on the number of years of teaching experience.

PARENT UPDATES – A. Roberson

The Reflections Art Program began this week. Ms. Roberson will send information out about this opportunity for our students. Last year we had 5 participants. We hope to increase participation this year. Ms. Roberson is open to ideas about ways to connect with students and to spread the word. The theme this year is, I Matter Because. There were two suggestions: Post information on the DHS website and Share the information with the Art teachers.

CONCERNS/ISSUES/KUDOS

Brenda James – announced that Mrs. Doris McKethan Townes, Class of 1944 passed away on 9-18-20. Mrs. McKethan Townes wrote the DHS Alma Mater. She was residing in New Jersey when she passed. A memorial is scheduled for 10-24-20. She was 93 years old.

F. Sellars – offered KUDOS for the Back to School Blast. According to him, there were over 140 participants. Every family member in each car received a boxed meal and students received Back to School gifts. **B. Hargett** echoed the sentiment and suggested that we should consider another similar event for Report card pick-up. **L. Timmons McLaughlin** acknowledged Delta Sigma Theta for being available to help families complete the Census. She also was excited to relay that 3 or 4 people registered to vote at the event.

B. Hargett – announced that the Community Outreach Committee are planning an outreach activity for Ray Warren Homes on 10-28-20. Committee members and other staff and community volunteers will canvas the neighborhood, passing out treat bags with candy, masks, and hand sanitizer to every household. The Committee welcomes any support from PTA and others. **B. James** will provide contact information for the Metropolitan Negro Women’s Group she is a part of for donations of hand sanitizer and masks. **L. Timmons McLaughlin** plans to provide Curriculum Wheels in the bags for parents to ask questions of their students.

R. Jackson – SHOUT OUT to EVERYONE for their perseverance, positivity, commitment and hard work on behalf of our scholars.

F. Sellars – The Band Newsletter is very informative. Thank you, Mr. Jackson, for this resource.

L. Timmons McLaughlin – We are a hardworking, dynamic team. Admin. aims to keep everyone informed which may result in a *Called* or *Emergency* meeting from time to time if needed. We are in this together. Thank you, Ms. Reeder, who helps to get us organized. Thank you, Ms. James, for telling us about Mrs. McKethan Townes. We have ink pens with the DHS Alma Mater. We hope to give them to the kids next week and to the SBLT members. Thanks was also expressed to B. Hargett for her work with the SGA and to D. Washington for his production of The Panther Times.

L. Timmons McLaughlin – Highlighted the work of Miss Spurgeon, Mr. Jackson and Ms. Lackey for the College connections and opportunities they have provided our students. We want our students to take advantage of free application month. Ask kids if they have applied for colleges and/or scholarships.

D. Tonkins – Offered support to Mrs. Timmons McLaughlin. He also inquired about Homecoming. **B. Hargett** shared that after SGA elections are held, officers will look at planning virtual activities for Homecoming. **B. James** asked if this would include Mr./Mrs. Dudley. **B. Hargett** responded that selections were made last year.

The Meeting was adjourned at 5:29 pm.

Minutes Respectfully Submitted by Cheryl Donahue-Wright, Co-Recording Secretary

