

JAMES B. DUDLEY HIGH SCHOOL
Minutes and Highlights of the Site-Based Leadership/Title I Team Meeting
Wednesday, November 9, 2022
Dudley High School Media Center
4:30 PM

<i>Membership/Attendance Roster</i>	<i>Representation</i>
1. Appiah-Fokuoh, Francis	Math Department Representative
2. Brasher, Tori (Absent)	Assistant Principal – Grade 10
3. Brown, John	Assistant Principal – Facilities & Operations
4. Donahue-Wright, Cheryl	Community in Schools/Student Support Specialist/Co-Recording Secretary
5. Eaddy-Busch, Margaret	Academic Coach – Instructional Support
6. Farkas, Katye	English Department Representative
7. Fulp, Bonnie (Absent)	Media Specialist
8. Giersbrook, Justin (Absent)	Assistant Principal – Grade 12
9. Greenlee, LaTonya	Classified Staff Representative
10. Jackson, Treena	Parent Representative – 11 th Grader
11. Jackson, Roger (Absent)	Cultural Arts/Fine Arts Representative
12. James, Brenda (Absent)	Dudley Alumni Association
13. Lackey, Jennifer	Counseling Department Representative
14. McNeil, Frank (Absent)	CTE/Career Development Counseling
15. Monroe, Richard	SBLT/Title I Team Chairperson
16. Mortenson, Lisa	Social Studies Department Representative
17. Reeder, Ann (Absent)	School Social Worker/Dropout Prevention/Homeless Liaison & Co-Recording Secretary
18. Roberson, Angela (Absent)	Dudley HS PTSA
19. Robinson, Charles	Exceptional Children’s Services Program Representative
20. Robinson, Glasher	Assistant Principal – Grade 11
21. Smith, Janet	PTSA President
22. Smith, Raymond	Science Department Representative/SBLT Vice Chairperson
23. Snead, Christopher (Absent)	CTE/Special Populations
24. Timmons McLaughlin, Lisé	School Principal
25. Tonkins, W. Dale (Absent)	Community Representative
26. Victor, Noelle	Academic Coach – Instructional Support
27. Wade, Artimuss (Absent)	Assistant Principal – Grade 12

SHARED DOCUMENTS

- SBLT Power Point Presentation – November 9, 2022
- SBLT Meeting Minutes – October 12, 2022 Meeting

CALL TO ORDER: The meeting was called to order at 4:50 pm by R. Monroe, SBLT/Title 1 Team Chairperson. L. Timmons McLaughlin reviewed the meeting agenda and provided the welcome.

INTRODUCTION: Mrs. Timmons-McLaughlin introduced Interim Administrative Staff Support.

- Dr. Ester Coble
- Mrs. Charlene Watson-Faulcon

SEL OPENER: Share a picture from your cell phone photo library that makes you smile and explain why it is so important to you.

NEW BUSINESS:

- **Indistar Tip of the Month** – Mrs. Robinson provided SBLT members the Indistar Username and Password for Log-In.

Our Vision/Mission/Values/Goals/Action Steps/Meetings are contained in Indistar.

- **Teacher Reminders & Safety** –

There was a recent Social Media post made prompting the GOLD Team to execute extra measures to ensure the safety of students and staff. The measures taken included: *Increased Police Presence, No Movement in the hallways the first and last 20 minutes of class and Group Restroom breaks.*

The following Routine Classroom Procedure Reminders have been communicated to staff:

- Accept Late Students and document in PowerSchool and Educators Handbook
- If a student needs to be removed from class, call the office to have the student escorted
- Follow safety protocols, like lockdowns and tornados.

- **Grade Recovery Contracts** –
Interim Reports:

All students will have two weeks after each interim report to make up missing assignments (for that specific period only).

There will be a penalty assessed to the grade, on each assignment, because the assignment is past due (penalty assessed will be at the teacher's discretion).

Any assignment not turned in after the two-week deadline will become/remain a zero and may no longer be made up.

End of Grading Period:

The week date that the before the grading period ends, all any missing assignments accumulated (after the second interim report) must be submitted.

There will be a penalty assessed to the grade, on each assignment, because the assignment is past due (penalty assessed will be at the teacher’s discretion).

2nd Quarter:

Interim Report	Interim Due Date	Make-up Work Due Date
2 nd Quarter (Report 1)	November 22 nd	December 6 th
2 nd Quarter (Report 2)	December 15 th	December 29 th
End of Grading Period	January 26 th	January 26 th

3rd Quarter:

Interim Report	Interim Due Date	Make-up Work Due Date
3 rd Quarter (Report 1)	February 16 th	March 2 nd
3 rd Quarter (Report 2)	March 9 th	March 23 rd
End of Grading Period	March 30 th	March 30 th

4th Quarter:

Interim Report	Interim Due Date	Make-up Work Due Date
4 th Quarter (Report 1)	May 1 st	May 15 th
4 th Quarter (Report 2)	May 18 th	June 1 st
End of Grading Period	June 9 th	June 9 th

Testing Updates –

Pre-ACT will be administered November 15, 2022. The tested block will be 4th Block.

The aim for Interim Assessment participation is 95% or higher. Attendance is a concern.

SEL –

For the first quarter, our SEL competency focus was Self-Awareness as well as Responsible Decision making throughout the year.

- We want to celebrate and acknowledge those who are doing well and those who are building their capacity.
- Staff and/or departments will have the opportunity to submit nominations for:
 SEL Champions (Students/Staff who exemplify the selected SEL competency)
 SEL Game Changers (Students/Staff who have improved in the selected SEL competency)
- Nominations can be made electronically (link shared) and are open for staff and students who exercised Self-Awareness or Responsible Decision-Making skills during the months of August, September, and October.

SERVICE LEARNING –

Students must submit a TDF form for prior approval of ALL independent service-learning activities. School generated opportunities are in X2VOL and are on BLOOMZ. Some upcoming opportunities include:

- Veteran Card Writing
- National Stress Awareness Day
- Worle Kindness Day
- America Recycles Day
- American Education Week
- National Education Support Professionals Day
- National Day of Giving
- National STEM Day

COMMUNICATIONS AND COMMUNITY OUTREACH –

Positive Public Appeal – for every negative story publicized, we need three positive stories.
Yearbook is putting out information about some of the great things happening at DHS.
Yearbook Theme: Making It Clear

STUDENT ENGAGEMENT COMMITTEE –

In collaboration with the GOLD team, members of the committee, plan to honor students for A/B honor roll and perfect attendance through a celebration on the Tuesday before break. The committee has plans for additional DHS scholar celebrations second semester.

UNITED WAY –

We are asking all staff to provide donations to United Way. Mr. Frank McNeil is the UW staff representative. For all staff who donate to United Way, they will be able to wear jeans for a week and on Friday's.

Students are also encouraged to participate by filling water bottles with dimes. Classroom teachers will have water bottles in their classrooms. The class with the most water bottles will receive a pizza party.

SUNSHINE COMMITTEE DONATION –

All staff are encouraged to donate \$10 to the Sunshine Committee. The purpose of the committee is to celebrate and recognize staff birthdays, accomplishments, milestones, and life events. Cash donations can be made directly to Brianna Williams or through CashApp.

TEACHER OF THE MONTH –

Jessica Davis-Doggett is our Teacher of the Month for November. Congratulations!
Mrs. Davis-Doggett is an EC Math Teacher and EC Department Chair.

DEPARTMENTAL CONCERNS/ISSUES/NEWS/ANNOUNCEMENTS

- **EC DEPARTMENT** – Regular Education teachers do not reply to invites to attend IEP meetings. Mrs. Timmons McLaughlin emphasized sending reminders.
- **SAFETY OVERVIEW** –
 1. Body Scanners are in place and seen all day by staff in the front office
 2. We have 5 Assistant Principals & 3 Behavioral Interventionists
 3. Community volunteers and alumni assist with morning arrival
 4. Police presence during the day

Mrs. Timmons McLaughlin stated we need buy-in from everyone (teachers, support staff, community).

Mrs. Jackson and Mrs. Hines Smith voiced specific safety concerns, including “students are hanging out on the yard”. Mrs. Hines Smith asked how volunteers can help and stated, “Presence means a lot.”

Mrs. Farkas stated we need weekly hall sweeps, Admin. presence during transitions and up to 10 minutes afterwards and consistency.

Ms. Oates suggested unannounced hall sweeps.

Mrs. Victor voiced concern about student’s verbal abuse of teachers when spoken to about needed corrective action and noncompliance matters.

- **KUDOS** –
Ms. Greenlee did a GREAT job coordinating the Homecoming parade. Everyone enjoyed it.
- **SUPERINTENDENT ADVISORY COMMITTEE** –
Dr. Treena Jackson will share updates from the Superintendent’s Advisory Committee at our December meeting.

OPTIMISTIC CLOSURE – L. Timmons McLaughlin

The meeting was adjourned at 6:13 p.m.

The next SBLT Meeting – Wednesday, December 14, 2022 – 4:45 P.M.

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

