

**Parent Advisory Board Meeting Notes**

**Date: Wednesday, February 17, 2016**

**Time: 7:40am-8:30am**

**Location: Guidance Conference Room**

*(Notes were taken by Melissa. Therefore, the use of “I” below refers to her.)*

Parents Present: John and Kate Polhill, Carol Tevis, Dawne Erwin, Bonnie Crawford

* Physical Education Make-Ups
  + After questions were asked at last meeting regarding the requirements for students to make up physical education, I spoke with the department for clarification. The following items were shared:
    - Students who are absent from class due to participation in a school-sponsored athletic event do not have to make up the class.
    - Students who are absent from class due to another appointment or non-athletic school-sponsored event must make up the class.
    - Students can make up classes after school on Tuesday and Wednesday or before school. Special arrangements can be made during lunch, study hall or another day by speaking with the physical education teachers.
    - Students may elect to complete a written assignment if schedules will not allow for the physical activity outside of class.
  + Discussion included the concern that parents are not always aware of this. In addition, there was a concern that this may not have been followed in the past. The group discussed the potential for creating a frequently asked questions page on the website for parent concerns such as this one.
  + Another concern is that if a student is competing as part of a non-school-sponsored event (i.e. YMCA Nationals), this should count as physical activity.
* GPA Discussion
  + I shared that I received a concern about students taking high school classes when enrolled in the middle school that count for credits and contribute to the students’ high school grade point averages.
  + Parents shared that this may not have been communicated well in the past, but it has gotten better.
  + There were mixed feelings with regards to the counting of these grades toward GPA.
  + I will contact the PHAC principals to determine which schools allow students to take high school level courses and how they treat those credits and grades. I will report back to the group when we meet again.
* Scheduling Conversation
  + Now that course requests have been received, scheduling was discussed.
  + Parents were told that the course requests have been reviewed in both department head and department meetings. The next step in the process is to create a master schedule based on these requests.
  + The group discussed some new courses such as Anatomy & Physiology and Social Studies in Action. The hope is that we will have the staffing to support the number of requests we received.
  + There was discussion about the math department offerings. Concern included the acceleration of students and a lack of offerings above AP Calculus for these accelerated students. The lack of requests for AP Calculus (7) and staffing do not support an additional AP math course (BC Calculus, for example). While students have the opportunity to take Bloomsburg University classes through ACE, this is not always possible. Continued discussion is necessary.
* Keystone Exam Confusion
  + A question was posed with regards to Keystone Exam testing now that the state legislature has passed the extension of the graduation requirement.
  + I shared that while the graduation requirement of meeting proficiency on the exams for Algebra I, Biology, and Literature or completing the Project-Based Assessment (PBA) has been pushed back to the Class of 2019, the Keystones will still be administered for the corresponding courses. This change simply means that students in the Class of 2017 and 2018 will not have to be proficient in order to graduate. The school and teachers will still be evaluated based on these exams.
  + Parents shared that more information is necessary to both students and parents to be sure they understand how this impacts them. In addition, this information must be shared for each grade level since it does differ.
* Dress Code Concerns
  + I shared the dress code concerns that we have heard from our students regarding the recent enforcement.
  + In addition, I shared the process that was taken to alert them to the increased enforcement in the second semester. I also discussed the upcoming meeting with student council representatives to discuss it in a smaller group.
  + Parents shared what they had heard from students and other parents. This will continue to be a discussion as long as concerns remain.
  + As part of the discussion, we talked about how to inform parents of the advisory meetings. In addition to noting the date on the website, I will consider using the One Call system for our March meeting.
* Potential Student and Parent Advisory Meeting
  + We discussed the potential for having a meeting that includes both parents as well as a cross-section of students to discuss ideas and concerns.
  + We will plan to do this in April or May, depending upon availability of parents.
* Substitute Procedure Pilot
  + We discussed the one-week pilot of a substitute arrangement that would allow one substitute to monitor a few classes in the auditorium while they complete work for their teachers.
  + Our discussion included the importance of assignments that must be completed by the students during the period and the necessity of having substitutes for multiple-day absences, physical education classes, and our Life Skills classroom.
  + After speaking to the teachers about their concerns, we are attempting the one-week trial to determine if this procedure is a good fit for our school. Discussions will occur with both students and teachers at its conclusion.
  + Utilizing a procedure like this one in the first semester would have allowed for an approximately $6,000 cost reduction in substitutes.
* Next Meeting: Thursday, March 17, 2016 at 7:40am
  + We will discuss the Academic Intervention Class (AIC) in more detail and determine what incentives can be used to increase student attendance.
  + We will discuss the outcome of our one-week pilot of the substitute procedures.