

Leadership Team Minutes February 7, 2023 Room 401 3:45 – 5:00 p.m.



- 1) We agree to respect and support all leadership team decisions made, accurately communicate those decisions to stakeholders, and honor any requests for confidentiality.
- 2) We agree to respect others' time by beginning and ending meetings on time, staying on task, following the meeting agenda, and committing to completing assigned tasks.
- 3) Maintain and practice our PRIDE expectations.

WHS Building Goal: In response to the 2019 data, on-time graduation and 9th grade on-track rates will increase through the use of high-impact opportunities to respond (OTR) strategies by the end of 2023-2024 school year. Specifically, our ELL students will achieve growth of 10% in on-time graduation rate and 15% growth for 9th grade on-track

Time	Agenda Items	Notes (*not) lovingly taken by Brandon Harle
3:45 p.m.	Attendance	Eric called the meeting to order 3:47PM
5 min.	Review Norms	Eric reviewed the norms and asked for thumbs up if we could follow that (unanimous yes)
10 min.	Operational/Building Issues Leadership Team Concerns * Check the document for responses to your concerns.	<p>*Take a look at the concerns. Both items listed on the concerns (dress code & Smart Pass) will be addressed at the Feb. 15 staff meeting.</p> <p>Dawn M: Shared that as an educator who is preparing kids to go out in the real world for work she's shocked at the clothing she's seeing.</p> <p>Dan E: As a worksite coordinator, shared that he is constantly hearing from employers about having to send workers home because of their dress.</p> <p>Mariah BP (covering for Jenaia) asked about how we can address the dress code as a safety issue (selfies being shared, sexualization of dress (lingerie style).</p> <p>Dan E asked "as an employee" how we can help staff with promoting a policy.</p> <p>Eric: The issue is this is a vague "modest" expectation that is district-wide policy, not building-specific..</p> <p>Danielle M: Shared that she has heard of districts that have limited dress to certain items on, for example, Monday through Thursday, and are given more freedom on Friday. However, she shared that she realized many kids are buying the clothes they can afford and often the clothes are revealing.</p> <p>Eric - We will work on some wording for guidance around expectations with our current policy</p> <p>Smartpass: Getting requests from some staff to expand Smartpass to other destinations like counseling. Right now were focusing on getting all staff to use it consistently. We are seeing more kids in the halls without having checked out with Smartpass. Reiterated that please have staff continue to USE Smartpass.</p> <p>Eric: We've had 2 days where we've had messages from SmartPass about tech issues but it was a very short time where there were tech issues.</p> <p>Eric: Shared that he wasn't aware the "seconds" on the clock were an issue. Please contact Ryan Forne and he can activate your clock remotely if you need the seconds to sho .</p> <p>Carrie C: Asked to address a concern on her way here about toner on the copy machine in the library. Without Brenda Szot manning the Ricoh daily, could we have toner/staples/supplies up there so we don't have to track it down or find another copier that's working.</p> <p>Eric: Will chat with Kendra and find a way to make it better.</p>
15 min.	Learning Walk Data Learning walk data	Eric was happy to share out that this is great work that our staff is doing. It is being shared out at the district level and this is the work that is getting to our

		<p>outcomes (the narrowing of those gaps we are looking to improve on). Again, he wants to thank the staff for the work we have done on this and how it continues to trickle upward that reinforces the work we are doing.</p> <p>Dawn M: Wanted to ask again...these walk-throughs are not evaluations?</p> <p>Eric: It is not evaluative. It is collecting data. Ricardo may offer some feedback but not something that ends up on an evaluation.</p> <p>Emily W: Asked about the "Learning Standard"...is that something that is supposed to be posted? That is an example of something that has been asked after one of these walkthroughs.</p> <p>Eric: No, that's not evaluative, just trying to reinforce the PLC work we are doing.</p>
5 min.	<p>Update on Principal-Union monthly conversation</p> <p>Meeting Notes</p>	<p>Eric shared the link attached link that can be accessed for all to be aware of the conversation points that were brought up during their meeting.</p>
10 min.	<p>LID Calendar Update:</p>	<p>Feb 13 is Job-Alike and is also time for Evaluation Review with Ricardo. He will be sending out an email inviting anyone that</p> <p>Holly M: Asked for clarity on that Job Alike.</p> <p>Eric: Priority is if you are scheduled for Job Alike vertically with other schools/out of building, go do that. Next, if you need to work on evaluations with Ricardo, then you can work on your directed PLC time as needed.</p> <p>Carrie: Asked if the district could be aware of how this evaluation help/data collection could be earlier on the LID schedule to be more helpful. Many of us at WHS have already had our final eval and would have liked to use this time earlier.</p> <p>April 17: Discussion about the use of that day (an item was brought up about departments using PLC time to create sub plans and can they use that PLC time)</p> <p>Eric asked for a show of hands to give the LIT time to Dept/PLC's (unanimous)</p>
10 min.	<p>Conferences/PD Days</p> <ul style="list-style-type: none"> ● Feb. 17 ● March 20, 21 	<p>Feb 17 is the "flex day" - The 17th is a PLC "Flex Day," you can come in on the 17th and work 7.5 hours as a PLC team <u>or</u> you can turn in the sheet for time worked in your PLC teams... must turn in the sheets with the same times/dates for it to be counted as your PLC time. Recommend turning in everyone's timesheets at once so times align.</p> <p>Emily W: Asked about confusion last year that sheets being returned for being too late? Dawn M explained that the latest date on your sheet must be turned in by no later than 60 days after your latest meeting and before June 30.</p> <p>March 20 - Conferences: This is a Monday, which is a non-traditional conference day. Eric is asking for thoughts on schedule (do we want in person/zoom?)</p> <p>Discussion about options...Eric did share that it would be better we not have it as school hours 8-3 day as we want to give parents an opportunity to show up after work/evening portion. 🍷</p> <p>Discussion came up with 12-3:30 zoom/phone calls then 4 to 7PM in person.</p> <p>Danielle M shared that one thing that was good about having Zoom <i>after</i> was that she knew who she needed to call after in person had completed.</p> <p>Dan E: Asked about bilingual help for phone calls.</p> <p>Discussion continued, asked to share with our LIT teams this for conversation.</p> <p>March 21 is a "Show for Dough" training that WILL include state required SEL training. The question then came up..."What if someone doesn't come to the training?" Eric isn't sure if there will be an alternative makeup date or if the state has to offer it again.</p>

		The SEL training will be led by Greg Benner (Eric shared that it will be secondary focused, not elementary). If you want to be paid for this, you gotta show.
5 min	ASB Update/Involve	<p>Dani- Next week is Janice Franz Talent show (Wed/Thurs/Fri). ASB is still looking for three judges for Friday night. That's the "winners" of nights 1 & 2 perform for "Best of..." along with silent auction and</p> <p>ASB Elections coming up. Six have signed up. Dani asked if there are students we know of that would be great, encourage them to run for ASB or Class Senate.</p> <p>March 8 (Primary) via video (1.5 min max per candidate) March 22 (Final) via video (3 min max per candidate)</p> <p>2nd Period Student Council Reps: Currently we have 36. Please encourage our LIT teams to make sure they send in a response to Dani's Form.</p> <p>Dani thanked us on behalf of the ASB team for the training LIT funded for them to be a part of. Shared how that training was transformational for them and has been influential in their work here at WHS. "How do you give, more than you get" has been an important theme that they've been focusing on.</p> <p>Dani would like to do a Prom Assembly and potentially a Lip-Dub but there is MUCH discussion to have about that.</p> <p>Eric praised ASB for the fundraiser for the LiterBox games (\$9000 raised between WHS/EHS).</p>
5 min	Celebration Assembly	Feb 16: These are the class celebration meetings and we are going to keep the Senior component will be slightly longer as to add a graduation portion to it so we do not have to have a separate assembly for Seniors later.
10 min	<p>Testing Schedule SBA</p> <ul style="list-style-type: none"> • ELA - 5/9 & 5/10 • Math - 5/16 & 5/17 • Sci - 5/23 	<p>*Same late start schedule as last year. Testing Tues-Wed, Thurs-Fri make ups.</p> <p>Stephanie asked about grades tested: Soph - ELA/Math, Junior - Science All buses will run on time (even though it's a late start). We will have space open for students here early (gym, commons).</p> <p>Cori O asked if we knew if we had any other planned Connection Assemblies? Eric: March 22 is the only other on the calendar</p>
<p>DEPARTMENT HEADS RELEASED</p> <p>Minutes Approval: Stephanie Stuber, Holly McPhetridge Danielle Meadows, Jackie Andrewjeski, D McCormick, Emily Wilson, Dani Schafer-Cloke Dan Ellwood, Carrie Christensen, Hannah Schneider, Kelly Sims, Tammy Giacomazzi, Lindsay Hilldorfer, Tara Hanson, Cori O'Brien</p>		
=\		
1 minute	LIT Funds Review	<p>Class Mix: \$14,374.68 AdMatch: \$20,482.00 Sunshine Fund: \$20.18</p>
9 minutes	<p>Lit Funds Requests Guidelines</p> <p>Funds Request Form</p> <p>Moore Field Trip</p> <p>Mariah Bowen-Picard Books</p>	<p>Hannah S: Made a motion to approve all of the funds request at once. Carrie C: Second Discussion to follow</p> <p>\$171</p> <p>\$873 *Mariah BP shared her rationale behind her request.</p>

	Schafer-Cloke WACA conference Audrey Moore, Mission Ridge Whited, et al. Accuplacer Giacomazzi, Field Trip Solorio-Cortez, Mariachi Conference	\$1,207.39 *Dani shared which ASB/building costs were covering and how this funds request would pay for travel/hotel costs. \$2,985.28 *Discussion: Per student cost is only \$52; this gives a large demographic of kids access to an experience that is usually out of reach. \$3,300 *This is for 220 kids to pay for a college placement test that allows Trig students to have this pay for this. Discussion: Not to say that cost isn't cheap, but the test is \$15. Are all kids that take this test not able to pay? Can we cover the cost for those that are listed as "free and reduced" and/or College Bound. \$1,889 *Mountlake Terrace HS Journalism Conference, shared the plan for the staff (seminars, competition) both Apple Leaf and Intro to Journalism kids are invited. Not all kids can make it to the National Convention and this provides an opportunity for more kids to participate. \$1,904 Motion to pass all of the requests totalling \$12,329.67 on the floor after discussion was completed. Unanimously approved.
0 minutes	Sunshine Fund Requests	We are going to have to go back to the old format of just asking staff for funds. Eric will chat about it with the staff.
5:00 p.m. (proposed)	Adjourn	Motion – Dani Second – Lindsey Unanimous approved meeting ends 5:16

LIT Small Group Notes

[Andrewjeski / Englund](#)
[Christensen](#)
[Giacomazzi](#)

[Harle](#)
[Hilldorfer](#)
[Johnson](#)

[Schafer-Cloke](#)
[Schneider](#)

SIP Goals

SY 2022–23 SMARTIE Goal #1: ELA/Literacy

100% of 9th-grade students will show scale-score growth as measured by an increased score from the 8th grade SBA to the 9th grade Summative ICA.

We will reduce the year over year (same grade, different students) SBA achievement gap between Multi-Lingual/English Language Learners and non-ML (EL) students by 25% each year when comparing 2021-2022 SBA and 2022-2023 SBA data.

SY 2022–23 SMARTIE Goal #2: Math

100% of students will show scale score growth as measured by an increased score from:

- 8th grade SBA to 9th grade Summative ICA

- 9th grade Summative ICA to the 10th grade SBA.

We will reduce the year over year (same grade, different students) SBA achievement gap between Multi-Lingual/English Language Learners and non-ML (EL) students by 25% each year when comparing 2021-2022 SBA and 2022-2023 SBA data.

[OSPI Report Card](#)

SY 2022–23 SMARTIE Goal #3: SEL

By April of 2023, 100% of students who take the WHS Promise Student Questionnaire will be able to recognize when they are feeling overwhelmed, and they will be able to use strategies and reach out for support to assist in managing their social-emotional well being as measured by a student responding “sometimes” or “most of the time” on question #13 (When I am feeling overwhelmed, I use strategies to manage my emotions) and #14 (When something becomes overwhelming for me, I reach out for support).

(Standard 2 & Standard 5 – Benchmark 5C)

[SEL Standards](#)

SY 2022–23 SMARTIE Goal #4: PLC

As measured by the shared PLC agendas, 100% of PLC Teams will 1) identify priority standards, 2) create the proficiency scales connected to half of the priority standards with corresponding common formative and end-of-unit assessments, and 3) create SMARTIE goals based on the priority standard proficiency scales by May 2023.