

**MINUTES OF THE WINDSOR FOREST HIGH SCHOOL COUNCIL  
SCHOOL COUNCIL MEETING  
February 8, 2017**

**The Windsor Forest School Council met in regular session on February 8, 2017 at 1:00pm.**

**The meeting was held at Windsor Forest High School, Media Center Conference Room.**

**School Council Members present:**

Derrick Butler, Dana Davis, Michele Hooker, Barbara Shamberger, Korey Singleton, Gordon Teems, Mel Whitehead

**School Council Members absent:**

Captain Lenny Gunther, Zena McClain-Hayman, Diane Robinson, Ray Truitt, Leroy Zimmerman

**Additional Guests present:**

Larry Lower (School Board Member), Mrs. Riley (parent)

**Minutes from Meeting**

**1. Call to Order**

Meeting called to order at 1:08pm.

**2. Agenda, Philosophy, and Norms**

Principal Butler distributed the agenda and provided bylaws to members; as meetings are open to the public, guests were welcomed. Due to the absence of quorum, the minutes of the previous school council meeting were reviewed but not approved.

**3. State of the School Report of Principal**

Principal Butler reported to the school council on the following:

- Academics
  - 2016-2017 School Accountability Plan (SAP) and CCRPI Update
    - No decreases – work yet to be done
    - Graduation rate – highest gains over three years for entire district
    - 1<sup>st</sup> semester course failure rates: 25-26% (success rate – 70-80%)
    - 75 Twilight students earned credits 1<sup>st</sup> semester
- Newsletter
  - Sent to parents by email and posted on website
  - February focus on college readiness events – Move On When Ready, financial aid, AP & IB course opportunities
- School Safety
  - Officer Teems reported on Random Administrative Searches (RAS), the use of the metal detector in random searches, active shooter training and drill (took place in December), school search using the K-9 teams (took place in January)

- Question asked: Does the Board track results/effectiveness of RAS searches?
  - Mr. Butler reported on the plan to “maximize instruction by minimizing opportunities for mischief” – teachers in the hallways between classes, limiting hall passes during instructional time
  - Mr. Lower shared that students report that they feel safe at the school
- Facilities Updates
  - Café update – anticipated completion by end of third quarter
    - Students, teachers, and café staff are successfully accommodating the transition/displacement from the café
    - A “grand opening” of the café was planned with no date yet scheduled
    - Question asked: Why was the café remodeled? Mr. Lower responded that the café style serving and seating was normal for the district. This remodel would give the school what the other schools have.
  - Performance space/auditorium
    - A temporary space has been constructed in the old gym for different classes to use
    - Question asked: What are the plans for replacing the stage/performance area or for an auditorium? Mr. Lower responded that there is a tentative plan for an auditorium to be constructed, but there are no specifics at this time.
  - Class/program relocations
    - Construction program will be relocating to a space appropriate to the size of the program.
    - Pre-K students are returning to Windsor next school year; will be supported by the Early Childhood Education program.

#### **4. Community News/Business Partner Updates**

There is an “Alumni Event” in the works as 2017 marks the 50<sup>th</sup> anniversary of Windsor Forest High School. In June 2017, there will be a community celebration; in the planning stages at this time.

#### **5. Open Discussion**

- A council member asked about how the school seeks out opportunities for accolades and recognition of successes for staff and students in the school. It was suggested that advisors of clubs and groups reach out to media contacts. It was also suggested that the school council might take on this role.
- A council member asked about how to improve PTA recruitment and presence of membership at meetings. Specifically, how can the school make membership relevant and meaningful?
- Mr. Lower reminded members that the budget meetings for the coming school year were upcoming and that now would be a good time to make suggestions for any needs or resources that might be able to be accommodated in the budget.

#### **6. Adjournment**

With no further business to come before the school council, the meeting was adjourned at 2:10pm.

**[The next meeting of the Windsor Forest School Council  
will be held on May 3, 2017]**