**Minutes DFA School Council**

Date: 03/06/2019

Members in attendance: James Bower (teacher), Laura Irwin (Chair and parent), Renee Kelly (Principal), Chris Melcher (parent), Tiffany Tatem (teacher), Almira Vazdarjanova (parent)

Quorum (5 required): The meeting started at 4pm and was conducted with 6 members present.

Agenda items voted on:

1. Minutes from the11/28/2018 were voted on and approved (6/6) with one correction- in item 3) PTO to be replaced with School Council.

Agenda items discussed:

1. **Yearbook recognition update**: Dr. Irwin reported that practices in recognizing the School Council and parent volunteers, in general, vary between RCBOE schools: while Glenn Hills does recognize parent volunteer organizations in their yearbook, Richmond Academy, AR Johnson, and RC Tech Career Magnet either do not or have not thought about it. It was put forth that a general recognition of the efforts of parent volunteers (e.g. PTO, School Council and others) is a good idea and a morale booster. Consideration was given to adding these organizations to future yearbooks.
2. **School website and Calendar updates**: Dr. Irwin reported that efforts continue to make the DFA’s website more informative and useful to students and parents. Progress was acknowledged by the other parent members present, Dr. Vazdarjanova and Mr. Melcher. New ideas for improvement were suggested:

A) Link to the minutes of the School Council;

B) Better update of homework on the respective teacher’s sites. Dr. Kelly stated that Mr. Jeff Pullium conducts weekly checks of teacher’s sites (selected at random) to verify that homework assignments are posted. She volunteered to send an email on Monday mornings to the teachers to remind them to post their homework for the week and acknowledge those who have done a great job the week before;

C) Effective announcements of changes to previously scheduled events. Dr. Kelly stated that changes are usually announced by noon and Remind is available to communicate these changes to the parents if they are signed up;

D) Encourage all clubs to be proactive in updating their sites. Math, Science, Tennis club and the Swim team are among those clubs that are doing a good job.

E) Post the dates for the pSAT and SAT tests and post that if Juniors place in the top 20%, they will be eligible for National Merit Scholarship Award.

It was generally acknowledged that the robo phone calls are useful and effective.

1. **Performance video access:** Dr. Kelly reported that she talked to Kim Fletcher and received guidance that it’s up to DFA to set policy. She offered to further consult with County attorney. Dr. Irwin spoke with Mr. Hennessey about this. He is attempting to get most past performances uploaded to a web site before the end of the school year. This site could be accessed within his classroom, allowing parents, etc. to view past performances without violating any policies or permissions.
2. **Additional business**: Dr. Kelly reported tables with AP scores will be available and she is working on the Action Improvement plan for next year.

There being no further business, the meeting was adjourned.