

## Highline CHOICE Steering Committee Minutes | November 19, 2014 6:00pm

### In Attendance:

Frank Cantwell (principal)  
Hannah Roswell (student)  
Linda Elmore (parent)  
Lisa Bowell (parent)  
Karley Bowell (student)  
Kristie Powers (teacher)  
Ann Eng (parent)  
Alexa Wayman (counselor)  
Lynda Lykes (parent)  
Denise Hemingway (parent)  
Janice Milliman (parent)  
Tiffiney Cowan (parent)  
Joan Sandberg (parent)

### Agenda:

- Introductions
- Process
- Other Items
- Meetings
- Application Process
- Open House
- Fridays/Friday Home Study Pass
- Handbook
- Vision
- Grow
- Courses
- Languages
- PTSA vs. PSO
- Advisories
- Off-Site Electives
- Teacher Selection
- Sports---Ultimate Frisbee
- Results---Document
- Special Education (added 11.5)
- Interview Process (added 11.5)
- Sixth Graders (added 11.19)
- Science (added 11.19)

### Application

We revised with all the changes that we decided on last meeting, the Steering Committee approved it.

--One teacher recommendation will be required, preferably Math. We will make a note of this on the application and only include one revised Recommendation Form.

## **School on Fridays**

Mr. Cantwell emailed parents for feedback and asked teachers. Response was clearly in favor of keeping Home Study Fridays the way they are.

## **Interview Process**

Question Number 7 (What do you plan on doing after high school? Do you know your college/career pathway?) could be overwhelming for middle schoolers. **The question will be changed to:** *What do you want to do when you grow up?*

All other questions are approved by the Steering Committee.

On the Selection Process: The task of the interview panel is to gauge whether the student would be a good fit for CHOICE Academy. We look at whether they would be able to benefit from and thrive in the academically rigorous courses (test scores, teacher recommendation). If the academic ability is in question after the interview, we can seek out further information. Additionally, we look at attendance and discipline, and we look at the student's needs, socially and academically (how difficult would it be for this student to thrive in any other school environment?).

Linda Elmore voiced that the parent questions in the interview (mainly the one around "how will you support your student and our school?") should be given more weight. This will be taken into consideration.

Tiffiney Cowan voiced that parents are very willing to volunteer in multiple capacities but there isn't currently organization to follow up and engage volunteers. She is more than willing to create a system or database for what parents indicate they would like to help with. This will also be taken into consideration, and remembered as PSO makes plans for next year.

## **On Parent Student Organizations**

PTO is possibly more beneficial than PTSA because of the logistics and complications. The 501c3 status is very hard to get: application is \$400, and the long form takes 9 months to process, short form may be less involved, need to investigate. (Bowell and Hemingway)

It sounds like a massive amount of work, and the cost to get the status is close to half the amount of our biggest fundraiser income. (Cowan)

In line with the goal of transparency, we should show the budget clearly at a parent meeting at least once a year. --- **agreed upon by the committee.**

We would like to put out a survey to families asking whether the 501c3 status would make them more inclined to participate in fundraisers and charitable giving. We also want to know whether the families see this as beneficial in terms of getting contributions from larger corporate donors. **Hemingway will work on this.**

We also want to ensure that we are opening ourselves up to opportunities to receive donations from bigger corporations who would not give to us without the 501c3 status. (Powers)

## **PSSC and Running Start Information Night**

6:30-7:30pm, January 29, 2015 at CHOICE.

We will have a second date in April.

How early can you sign up for PSSC? **Alexa will look into this.**

## **The Handbook**

### ***Mission Statement***

**Ann and Alexa are going to work together on this.** Have not met yet.

### ***Career Start***

Alexa created a blurb that should be added to the handbook to describe this new program at Highline College. She emailed it to Jenn and Frank.

### ***Attendance***

We are waiting for the district-wide attendance policies to be updated because of state regulation changes. We will have to come back to this.

Table on page 13 is gone.

### ***Tardiness***

We need to fix the language so that Marked Absent is bold, and it doesn't say Marked with Tardy (which is false).

### ***The BECCA Law***

This needs to be updated. We will check with Veronique. **Frank will work on this.**

### ***Ownership of Make-Up Assignments***

No change in this.

### ***Under Behavior***

--We will remove "one-hour" in "I will attend 4 one-hour PSO meetings held on pre-scheduled days."

--Make a section specifically for off-site electives so it's not confusing in the general behavior section.

--Parents would like to change the wording on..."I will take ownership" bullet to "I will work in partnership with the school administration to support and manage student's behavior..." *To help with this task, parents asked Alexa to coordinate with parents to talk about issues that parents typically face with their students.*

**Next Meeting:** 5:30pm on Wednesday, December 3, right before PSO Meeting. *All are welcome to attend.*