

## Highline CHOICE Steering Committee Minutes | December 3, 2014 5:30pm

### In Attendance:

Frank Cantwell (principal)  
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)  
Jill Mudge (parent)

*Goal for the meeting:* To complete revisions to the **CHOICE Handbook**. We will table discussions of non-profit status until next meeting, as well as other agenda items.

### Mission Statement

Ann did some research and looked at several different mission statements, and took the root of our current mission statement and added a little more meaning and intention to it.

This is the **PROPOSED NEW MISSION STATEMENT**: *Provide all students with an engaging, safe, and supportive learning environment which emphasizes academic excellence, personal integrity, and social responsibility through challenging curriculum and meaningful relationships.*

The old mission statement: Provide all students with a safe and supportive learning environment which emphasizes academic excellence, personal integrity, and social responsibility.

We will put the new mission statement that Ann wrote in the Handbook DRAFT and send it out to the school so that the mission statement, as well as the whole handbook, can be sent out to our families for feedback.

## **Absences**

Veronique, the district Truancy Liaison, recommended to add a line about our truancy policy: "Any other issues will be handled on a case by case basis, and all questions will be decided upon by the principal." ---**agreed upon by the committee.**

## **Behavior**

### ***On one of the bullet points on parent involvement...***

We received feedback from a parent that it was not possible for her to attend PSO Meetings because she works at night, and she felt it unfair that the Handbook *requires* parents to attend at least 4 PSO meetings in the school year.

Jill---I feel that this is a part of the requirements understood with CHOICE enrollment and it is important for the unity and cohesivity of CHOICE. I have noticed a change in the school's dynamic since fewer parents have been attending the meeting.

Linda---I feel that I am involved in different CHOICE meetings, such as Steering Committee and the Advisory Board at ERAC, and if I hold myself accountable for seeking out the information shared in the PSO Meeting, I don't feel like I should be punished for missing a meeting.

There is general agreement that there are a number of ways that parents contribute and they spend a lot of time on CHOICE, and so maybe the meetings shouldn't be mandatory. Additionally, minutes are posted on the PSO CHOICE website. (<http://choiceacademy.weebly.com/>)

There is further general agreement that PSO Meetings are *very important* and all parents should be strongly encouraged to attend. If they cannot make a meeting, they should go to the CHOICE website to read the minutes from the missed meeting, as vital information is shared at the meeting that is pertinent to student success and engagement.

Revised Handbook statement from Tiffiney---Those who are unable to attend CHOICE PSO meetings are expected to read the minutes in order to gain the information needed to help their child succeed in their core classes and electives. ---**agreed upon by the committee.**

***pg. 19 Academic Standards and Conditions***

**Tiffiney** will revise the bullet around “Continued demonstrated academic success maintaining a grade...” and **email it to Alexa.**

“With parent sponsorship, actively...” ---**the committee agrees to pull this bullet out because it’s out of date.**

***pg. 20 Discipline and Consequences***

**We will add a paragraph on In School Suspension:**

In School Suspension

If a student commits a serious infraction of CHOICE or Highline School District rules, but not serious enough to be suspended, the administration can direct the student to be suspended in school. The student will be at school during normal hours, but will do his or her lessons separately from the other students. Also, students who receive more than three detentions in a quarter can be considered for In School Suspension. ---**agreed upon by the committee.**

***Dropped Class Procedures***

Students who drop classes more than three weeks after the beginning of the semester will receive an F for the class, unless special circumstances dictate otherwise in accordance with the administrator. ---**agreed upon by the committee to be added to the Handbook.**

If a student chooses to drop a class, it becomes the family’s responsibility to find an accredited replacement course and find a plan to provide supervision to the student for the daily duration of the dropped course period. ---**agreed upon by the committee to be added to the Handbook.**

**For New Student Outreach...**

We will send electronic copies of the CHOICE brochure with the next Steering Committee minutes so parents can pass along information about CHOICE to potential incoming 7th grade families for next year.

**OPEN HOUSE:** 6:30-8:30pm on December 11, 2014.

**NEXT STEERING COMMITTEE MEETING:** 6pm on January 7, 2015. (**changed to January 21, 2015**)