
MINUTES FROM COMMUNITY ENGAGEMENT COMMITTEES

POLICY ISSUE/SITUATION

It is the practice of the Beaverton School District to have each school submit its Community Engagement Committee minutes to the Superintendent, who, in turn, highlights recommendations, concerns, and/or comments for discussion by the School Board.

BACKGROUND INFORMATION:

The Community Engagement Committee minutes received through November 2012 have been reviewed. No boxed items of concern are noted.

RECOMMENDATION:

(12-235) It is recommended that the School Board and administrative staff receive the minutes received as an information item.

**WESTVIEW HIGH SCHOOL
COMMUNITY ENGAGEMENT COMMITTEE MINUTES
11/2/12**

CEC Members

- Susan Day – Chairperson
- Barbara Schulz – Scribe - Community Representative
- Jim Schulz - Community Representative
- Tracy Schmerber - Community Representative
- Rod Barraclough - Assistant Principal
- Mike Chamberlain - Principal

As Rod was handling a situation in the office, we reversed the order of this meeting and had the Principal's Report first.

Principal's Report:

- 1) Rod is working on getting bids/approval/funds for 4 water sites at Westview that will be attached to the drinking fountains with access for filling water bottles. One of the places the funds will come from, potentially, is the \$ collected for parking passes. One of the water sites would be on a chilled drinking fountain, the others would all be un-chilled. Still working out the details, etc.
- 2) Little Mermaid starts on November 15.
- 3) Fall Sports are wrapping up. Big night tonight (11/2) with Westview vs Hillsboro at the Play-in. Tomorrow, (11/3) is State Cross Country at Lane Community College, Soccer – State, Volleyball at the 2nd round for state title. Band finishes their season on 11/3 as well.
- 4) Winter Sports Try-outs begin 11/12.
- 5) Dr. Rose has been putting out feelers re. late start that was to have begun in January on Wednesday mornings. The plan had been to have Wednesday's start 1-1.5 hours late with the other days to absorb the additional time. Teachers were surveyed re. this and 97% agreed that they wanted collaboration but also said that now is not the right time to add this. Middle School & High School would benefit greatly from this, but the question was raised "how to win over the elementary parents?" This would be an all or nothing option for the district because of bus schedules and coordination for the transportation office if some were to participate and some not at all. Mike stated that Dr. Rose met with administrators a couple weeks ago and challenged them with how to make this work within their building or within the district. The idea of implementation by January is not the intent at this time – rather just how to bring more opportunities for collaboration into the schools. In addition, they are challenging the community to provide feedback on how/when. There will be an evening

meeting, November 26 @ 6:30pm @ Five Oaks, where parents and community are encouraged to attend to provide feedback and discuss late start and collaboration. CEC members are encouraged to attend and to invite someone to attend with them.

Facility Use Application(s) to be processed:

Silver Bullet Softball – Tournament on June 6, 7, 8 & 9. They will use the Varsity & JV fields. Fundraiser is for the Silver Bullet organization & Westview Softball. Silver Bullet is similar to the Youth football program. No charge. Rod stated that Central Office may block this back due to needing a monitor.

Discussion regarding additional servicing of the porta-potties for outdoor activities. Should we charge more to put that toward building permanent outdoor restrooms? How much would it cost? Mike had coordinated a similar project while at Sunset that was approx 50K. Rod said that due to where the water lines would be, to have permanent outdoor bathrooms built at Westview, it would be closer to 100K.

- Westview Winter Classic, sponsored by Westview Band. Issues that had to be clarified/confirmed last month have been done. If Rod can get a copy of last year's insurance certificate, then it will be noted as similar in coverage so the permit can be approved. Was signed conditional for the certificate.

The question was raised regarding JV Basketball & Golf – are they planning fundraisers, etc? We have lots of interest in JV Boys Bball, but not a lot of team options close by for competition. Yes, they are fundraising, but they will have to go farther for games. Golf is also fundraising.

Next Meeting: December 7, 2012.

Community Engagement Committee Meeting
November 2, 2012
9:00am

In Attendance:

Teresa Clemens-Brower – Principle
Eric McElroy – CEC member
Heather Teague – CEC member
David Harrison – Sexton Mountain PTC
Kathy Greer – Sexton Mountain Afterschool Care
Sujata Deshpande – Parent
Nikhil Deshpande – Parent

9:00-9:05am-Building Use Requests

Background Info: The CEC shall make decisions on requests for use of school property.

| | Action Taken |
|---|--|
| Southridge Colorguard-gym use Tu/Th/Nov.20-April 6 | Approved- Discussed the issue of facility damage that other schools had found. The Color Guard has stated that they are aware and will work at not having any damage from flags or wooden props. |
| Soccer Shots-gym/field Th. 3-4/Jan. 24-March 7 | Approved for gym only-no field use |
| Soccer Shots-gym/field Th. 3-4/March 21-June 6 | Approved |
| Girl Scouts-cafeteria-Tu. Nov. 20, 6:00-9:00pm | Approved |
| Cub Scouts Den Meeting – Cafeteria/Stage Area 6:15-8:15 –dates yet to be determined | Approved |

9:05-9:20-Current User Updates

Background Info: The CEC shall make decisions on requests for use of school property.

- Generations Foursquare Church
 - **Background Info:** Now that it's getting cooler, the group has requested that we have heat on during the time they are in the building. A work order has been submitted.

- The group would like to do service projects for our school. Last summer they helped set up classrooms and put up bulletin boards before teachers returned. They would like to do other projects for us as well.

| | Action Taken |
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| Next Steps: What do we need done? | <p>They have requested the heat be turned on during services. Teresa thought this had been done but will follow through to ensure. This summer they did a few projects for the school. They are willing to do anything needed to help the school. They are looking for suggestions on what to do. Recommended projects are:</p> <ul style="list-style-type: none"> - Service projects: baskets for families in need, birthday bags with cake mix, candles, etc. for a party. - Benches in the entryway - Garden work - Will continue to review needs at the school |

- **Sexton Mountain After School Program**
 - **Background Info:** Last month we discussed concerns shared by three parents over a period of ten months regarding the group that rents our cafeteria from 3:05-5:45pm on school days.
 - At our October meeting, we wondered if the provider had systems in place so that families clearly understand how student discipline is handled and which behaviors result in students being dismissed from the program.
 - Since our October meeting 14 families have written letters to the principal expressing their appreciation of the program in general. Nine of the letters indicated that the writer felt like there was a clear policy. One other family met with the principal and expressed appreciation for the program. These families represent 19 of the approximate 30 students. The provider also submitted letters from past clients.

- Regarding the most recent complaint, the provider provided a copy of a letter from the family stating the family had withdrawn their child from the program. The provider asked for a copy of the complaint letter from the family. The letter is attached and a copy has been provided to the provider. The child's name has been removed from the letter for that child's privacy.
- The provider also requested a copy of the other complaints. These were phone complaints so a copy is not available.
- **Next Steps:**

| | Action Taken |
|---|--|
| Does the committee have enough information to make a recommendation about next steps? | Kathy Greer stated that the procedures are posted on the wall in the cafeteria. The procedures are not in the packets. There are signed agreements that are given to the parents. It was suggested that the procedures be in the parent packets and Kathy agreed. Kathy read to the group a statement that her business is registered with the state of Oregon and is compliant with independent contractors requirements. Letters from families were shared. Teresa had received 17 letters that stated the procedures were clearly stated. |
| If another family comes with a complaint, how will it be handled? | Kathy felt that she has not received three complaints. She would like clarification of these three (3) complaints. The copy of a complaint she did receive was altered (child's name crossed out) and she would like to receive it unaltered. Teresa had shared and discussed these three (3) complaints. Kathy has noted that there |

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| | <p>has been a change in demographics and this had been hard to adjust to. She tries to assist families as much as possible.</p> <p><u>Heather:</u> From the discussion it appears that Kathy needs more written directions for the parents as the steps move from one level to another. This will allow it to be a documented for both you and the parents. It will also punctuate the issue.</p> <p><u>Kathy:</u> She agreed this would be a good idea.</p> |
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9:20-9:25am-Community Outreach

Background Info: The CEC shall work in collaboration with the PTC to increase and improve community engagement and volunteerism.

- Katoh Students-Visitors for school in Japan.
- Barnes and Noble free author visit-Obert Skye visit-November 7
- Barnes and Noble Book Fair-December 7
- Ruby Tuesday-Dining for Dollars Night-December 7
- Elks Canned Food Drive-December 3-7
- Pizzacatto Night-Dining for Dollars-January 18
- **Next Steps:**

| | Action Taken |
|--|--|
| Are there others we need to invite or contact? | <p>Create Service Club(s) – With challenges or ranked on service hours.</p> <p>Pen Pal relationships with other schools in the district.</p> <p>Put in the newsletter what children have been doing for their community.</p> |

9:25-26am-Safety Update

Background Info: The CEC shall function as a steward and advisor to the Principal and promote safe and sustainable practice.

- October 30 Safety Walk Through-Share findings
- Overall things are looking good.

- 30% of the ductwork and fire detectors are not working. Our system is 23 years old and in need of updating.

9:26-Adjourn

Minutes taken by Diane Holste on 11/05/12.

9:30-PTC Meeting in Portable 6

Next meeting: December 7, 2012 at 9:00am in Principal's Office