

February 16, 2023

Call to order: 1:04P

Roll Call: Trustee Chambers, Trustee Lyons, Glenn Mitcham, Christian Palasty

Approval of Agenda: Chambers, Lyons second. Motion passes

Approval of Meeting Minutes- Oct 2022 and Dec 14, 2022- Chambers, Lyons Second. Motion Passes

Public Comment: None

Agenda Topics:

Guest Speakers: Ashley Schwarzbek, Jennifer Jockheck (counselor), Josh Barrons (counselor)

- A. Student Services Improvement Plan Update
  - a. Seniors are helping with a TikTok- visibility of the department.
    - i. Series of video ELHS TikTok to follow

Goal 1: Communication

- a. Google Classroom
- b. Family Line: once a month- counseling information- info about testing, FASFA, and various other items. "Newsletter"- with multiple pages
- c. Facebook/Twitter/Instagram
- d. Celebrate/share the services and programming that is happening.
- e. Counselors mention: that a lot is confidential that they do with students.

Goal 2: Visibility/Accessibility

- a. Pilot with Junior class
  - a. Xello (has a lot of college info)
  - b. Course planning module
  - c. All HS students have a username/password
    - i. <https://xello.world/en/middle-and-high-school/>
- b. Celebrate College Month (Oct)
  - a. Help with common apps
  - b. FASFA
  - c. Question sessions

Goal 3:

TRAILS in the classroom. Get in the classroom more- be more visible.

**Day to Day with HS counselors:**

Very little sitting in the office

Appointments with students

Academic/social/emotional/career development counseling

Writing letters of recommendation/meetings with parents/students/answering questions about the application

Social/Emotional meetings

504 Plans is a huge piece that counselors conduct

Scheduling courses with students

Intervention- At Risk- personal check-ins with Counselors.

Graduate Alliance- uptick with students taking this route- still helping and working with them.

Purchased a scheduling module through MBA- which will help identify gaps.

Guest Speaker: Ashley Schwarzbek

**B. High School Scheduling**

- a. Several years ago, ELHS moved to Arena scheduling (building a schedule based on previous years and what students took before).
- b. Send schedule out to all students without teacher names
- c. Students pick their courses and then meet with a counselor
- d. Exploring the option of "Student request scheduling"
  - i. Department chairs were not very excited about this option. More discussion about equity-based scheduling.
  - ii. Arena scheduling (very transparent- everything is out there).

Administration and staff weighed both options and decided that we would continue with Arena Scheduling.

Will continue with a Post survey for students after course pick. Possible Family survey as well.

Announcements: National Honor Society made a poster, and all students signed it and will give to MSU. They also want to write cards (letters) as well.

Adjournment: 2:13p