



Principal—Sean Aker
 Counselor—Jake Copley
 Athletic Director—Kevin Moffatt
 Student Information—Sherry Rodriguez
 Business Services—Nancy Bochsler & Mary Frantz

Home of the John F. Kennedy Trojans

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JFK Site Council Minutes

DATE: 10/3/16	LOCATION: JFK CONFERENCE ROOM	TIME START: 7:16AM	TIME END: 7:43AM
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NAME	TITLE	ATTENDANCE LOG
Sherry Rodriguez	Classified Staff Member (Council Chair)	p
	Parent/Community Member	
Dale Schaecher	Parent	p
Bruce McDonald	Certified Staff Member	p
	Certified Staff Member	
Noe Jines	Student (ASB President)	p
Emily Frey	Student (ASB VP)	p
Sean Aker	Administrator	p
Jacob Copley	Counselor	p

AGENDA	ACTIONS
Meeting norms	Arrive on time; Think Whole school and avoid singling out students or staff; Robert's Rules of Order; Both Advisory and Decision Making body; Stay focused on the agenda; Not Required to speak-up
1. Call to order (Chair)	1.1 Introductions: Members introduced themselves
2. Old Business	2.1 No old business: Stated
3. New business	3.1 Meeting schedule and norms: Sherry review the schedule at the bottom and said that we would generally start at 7:15; Sean added that when we begin looking at school data we may need to meet for a longer period of time, beginning at 7am and going past 7:45, releasing students and teachers as needed. 3.2 Purpose of the Site Council: Sean handed out a guidance document from the Oregon Education Act regarding HB2991, summarizing that the Site Council reviews school day and approves spending funds on professional development that have a direct impact on our focus areas according to the School Improvement Plan (SIP); we do not have a copy of the SIP and are working with PLC's to develop a the document; Bruce will check for an old copy and Sean will request a search for an old SIP

	<p>3.2.1 Member terms: We will review the bi-laws and start a new with our new members; the ASB constitution states that the ASB VP will attend the Site Council; the President also agreed that the president’s attendance will also be included in the ASB constitution and that site council attendance be stated on the descriptions of both president and VP duties</p> <p>3.3 School improvement plan and accreditation: We are being accredited on January 18, 2017. Essentially this means that we have to make sure that all stakeholders are aware and that we discuss many of the elements of the 5 domains with stakeholders prior to administering required surveys and the actually accreditation visit. Our coach, Debilyn walked through and interviewed Sean last week. She praised us for expanded course offerings, student involvement, and working with data in our PLC’s. She said that focusing our data by demographic (especially through our developing SIP), keeping minutes for all clubs and committees, and improving building security are areas where we will need to target.</p> <p>Debilyn suggested that Sean and the leadership team teacher participate in another school accreditation process to learn about the accreditation day.</p>
5. Next meetings	11/7, 12/5, No meeting in January, 2/6, 3/6, 4/3, 5/1, 6/5
Adjournment	

CREATED BY: S. AKER