

**Meeting Minutes**  
**GARRETT JUNIOR HIGH SCHOOL**  
**SCHOOL ORGANIZATIONAL TEAM MEETING**  
**December 11, 2018, at 5:00 P.M.**

Members Present:

Jamey Hood, Principal  
Jenifer Jefferies, Secretary  
Christa May, Member  
Brandi McClaren, Member  
Ella Morris, Student Rep  
Kimberlee Trodahl, Member  
Kathleen West, Chairperson  
Katherine Zander, Vice-Chairperson

**1. Welcome & Roll Call**

- 1.1. Meeting called to order at 5:00 P.M. by Chair West. All members present.
- 1.2. MINUTES. Minutes from the meeting held on November 9, 2018, were presented. Vice Chair Zander motioned approval, seconded by Chair West and all approved to accept the minutes as written and presented.

**2. New Items**

**2.1. First Semester concerns**

- 2.1.1. Ms. Darcy injured her knee and not certain course of treatment. Will be home thru end of the semester, but Mrs. Jacot is substituting.
- 2.1.2. Some students are consistently absent lowering our star rating. Discussion ensued on how we could motivate families and students to understand the importance of school and attending. Ms. Hood and administration open to positive ideas.
- 2.1.3. Relationship building. A conscious effort is being made to reach out to students on the fringes. Safe Voice was discussed. If a message is left on Safe Voice, school staff is immediately notified and can respond accordingly.

**2.2. Second Semester Plans**

- 2.2.1. Math teachers and classes will be shuffled. Mrs. Lawson will be teaching an additional section of math.
- 2.2.2. Mr. Lemmel will be teaching a math class specifically designed to help students who are deficient 1 and/or 2 math credits in hopes of catching up.
- 2.2.3. Grant money for safe and drug-free school will be spent to identify at-risk 6<sup>th</sup> graders. Teachers will be trained to help students be successful and receive extra support. Identification will include deficient credits, chronic absenteeism, known home issues. Professional development will improve relationships with all students.

**2.3. Staffing for Next Year**

- 2.3.1. Ms. Hood will be retiring. Her last days at Garrett will be in June 2019. Discussion ensued about filling the principal position. We currently have 1 principal and 1 dean. Our school needs 2 administrators. Staffing allocation and budget will be reviewed in January 2019.

**3. Information**

- 3.1. Our next meeting will be Tuesday, January 22, 2019, at 5 P.M., in the Garrett Library.

**4. Public Comment** - No members of the public present. No comments.

**5. Adjournment** – Member Trodahl moved to adjourn. Seconded by Member McClaren. Meeting adjourned at 5:56 P.M.