NOTICE OF MEETING:

School Community Council Meeting

Wednesday, November 10, 2026

3:30 pm

1) Welcome by Council Chair
2) Land Trust Budget Update
3) Positive Behavior Plan
4) Digital Citizenship Update
    a. Emery District Digital Citizenship - Emails and Texts
    b. School Assemblies
    c. Computer Lab & Classroom Supported Digital Citizenship
5) Other Council Business
    a. Safe Schools
    b. Amendments
6) Community Comment

The purposes of school community councils are:

- To build consistent and effective communication among parents, employees and administrators
- To allow parents an opportunity to be actively involved with the school in the education of their children
- To make good schools great

Council Responsibilities:

1) Review school RISE data
    RISE is a series of student tests.
    Councils review group results but individual data is not shared.
    Other assessments may also be reviewed.
2) Develop a School Improvement Plan
3) Develop a School LAND Trust Plan
4) Participate in the development of the Professional Development Plan
5) Advise the school administration on local school issues
6) Provide an opportunity for issues of concern in the community to be presented to the school administration
7) Ensure Digital Citizenship is taught to parents and students.

Concerns, Comments, or Suggestions, Please Contact:
Council Chair: Tava Waite
Vice Chair: Lyndsay Smith
Principal: Tiffany Cowley, 748-2481
Community Members: Lynzee Curtis, Lyndsay Smith, Charise Gillispie, David Malley
School Member: Janet Tuttle

Attendees:

Tava Waite
David Malley
Kennedy Verdi
Kim Rasmussen
Charise Gillespie
Lindsey Smith
Neal Peacock

Absent:

Janet Tuttle
Tiffany Cowley

Community Council Minutes:

November 10th, 2026
3:30 PM in the faculty room

1. Call to Order - Welcome by Council Chair

Meeting was called to order by Tava Waite.

2. Land Trust budget update

Discussed how the funds have been allocated, what resources, materials, and programs have been purchased. Evaluated how the expenditures align with goals established. And discussed the impact these purchases and resources have had on supporting academic growth and student success.

3. Positive Behavior Plan

Discussed different ways PBS is implemented with the Colts Club Roundup, end of year prizes to incentivize them throughout the year, Book Club on Facebook as an additional way to encourage positive school connections and student engagement. Encouraged continued collaboration between staff, students and families to support a positive school culture.

4. Digital Citizenship

Discussed the computer lab curriculum that supports digital citizenship by providing students with opportunities to practice responsible and appropriate technology use. Talked about upcoming Lexia party coming up with the computer lab as well.

5. Other Council Business

Discussed Portrait of a Graduate and how impressed we are with how teachers and staff are implementing that in the classroom.

6. Community Comment

No comments

9. Adjournment

Tava motioned to adjourn the meeting. David Malley seconded the motion.

NOTICE OF MEETING:

School Community Council Meeting

Tuesday, October 6th, 2026

3:30 pm

1) Welcome of New Members
2) Appreciation for our returning SCC Chair and Selection of Vice Chair
3) Summary Report of Current LT and TSSA Plan
4) Title 1 and IRP Plans to support Student Learning Outcomes
5) Budget Review
6) Safe Schools & School Safety
7) School Behavior Plan Discussion
8) Other Council Business
9) Community Comment

The purposes of school community councils are:

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Council Responsibilities:

8) Review school RISE data
   RISE is a series of student tests.
   Councils review group results but individual data is not shared.
   Other assessments may also be reviewed.
9) Develop a School Improvement Plan
10) Develop a School LAND Trust Plan
11) Participate in the development of the Professional Development Plan
12) Advise the school administration on local school issues
13) Provide an opportunity for issues of concern in the community to be presented to the school administration
14) Ensure Digital Citizenship is taught to parents and students.

Concerns, Comments, or Suggestions, Please Contact:
Council Chair: Tava Waite
Vice Chair: Vacant

Principal: Tiffany Cowley, 748-2481
Community Members: Lynzee Curtis, Lyndsay Smith, Charise Gillispie
School Member: Janet Tuttle

Attendees:

Tava Waite
Tiffany Cowley
Kennedy Verdi
Janet Tuttle
Charise Gillespie

Absent:

Lynzee Curtis
David Malley
Charise Gillespie

Community Council Minutes:

October 6th, 2026
3:30 PM in the faculty room

1. Call to Order

Meeting was called to order by Tiffany Cowley. Council voted Tava wait to serve as president. Vice principal role was nominated to Lindsay Smith by Tava Waite.

2. Appreciation for our returning SCC Chair and selection of Vice chair

3. Summary report of current LT and TSSA plan

LT used to fund wages, other funding is going toward Reading Improvement Programs, and some funding went toward Professional Development. TSSA funding for art/mustic, PE, coaching, curriculum.

4. Title 1 & IRP

Funding wages for staffing for small group & programs to help with IRP and Title 1 support.

5. Budget Review

6. Safe Schools and School Safety

Collaboration with ECSO, panic buttons ordered, reunification drill coming up.

7. School Behavior Plan Discussion

Portrait of a graduate being a model for school behaviors. CSTAG, PBIS to fund school based positive reinforcement.

8. Council Business

9. Community Comment

10. Adjournment

Tava motioned to adjourn the meeting. Janet Tuttle seconded the motion.

NOTICE OF MEETING:

School Community Council Meeting

Tuesday, Sept 15th, 2026

3:30 pm

1) Welcome
2) Current School Information
3) School Community Council Informational Video
4) Selection of SCC Chair
5) Selection of Vice Chair
6) Review of Required Rules
7) Other Council Business
    a. Selection of Meeting Dates
8) Community Comment

The purposes of school community councils are:

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Council Responsibilities:

15) Review school RISE data
    RISE is a series of student tests.
    Councils review group results but individual data is not shared.
    Other assessments may also be reviewed.
16) Develop a School Improvement Plan
17) Develop a School LAND Trust Plan
18) Participate in the development of the Professional Development Plan
19) Advise the school administration on local school issues
20) Provide an opportunity for issues of concern in the community to be presented to the school administration
21) Ensure Digital Citizenship is taught to parents and students.

Concerns, Comments, or Suggestions, Please Contact:
Council Chair: TBD
Vice Chair: TBD
Principal: Tiffany Cowley, 748-2481
Community Members: Tava Waite
School Member: Janet Tuttle

Attendees:

Tava Waite
Tiffany Cowley
Kennedy Verdi
Janet Tuttle

Absent:

Lynze Curtis
David Malley
Charise Gillespie

Community Council Minutes:

September 14th, 2026
3:30 PM in the faculty room

1. Call to Order

The meeting was called to order by **Tiffany Cowley**. School Community Council Information Video and Review of Required Rules discussion. Members were asked to sign the council signature sheet.

2. Land Trust (LT) Plan Funding

Funding for the **Land Trust (LT) Plan** was reviewed. Current projections indicate the school **on budget for the projected funding amount**. There was a legislative increase to funding.

3. Land Trust Plan Goals Review for 2026-2027

The council reviewed the goals of the Land Trust Plan, including continued support for **employee positions funded through LT** to support academic improvement. A primary focus remains **improving reading proficiency**.

4. Projected Funding and Program Adjustments

The council was informed that the **Lexia reading program is no longer state funded** and is now being funded **by the school**, with **Land Trust & TSSA funds allocated to cover this cost**.

5. Land Trust Goals Summary (2026-2027)

Current academic goals include:

The school hopes to achieve a **20% increase in overall reading proficiency**.

6. Review of Additional Funding Sources

The council reviewed the following funding sources:

- **TSSA Funding**

7. Selection of SCC Chair and Vice Chair

Tabled until the next meeting because of low attendance.

8. Council Business - Selection of Meeting Dates for 26-27

October 6, November 10, January 12, March 9, and May 11

9. Community Comment

There were **no community comments**.

10. Adjournment

	Tava Waite motioned to adjourn the meeting. The meeting was adjourned.

NOTICE OF MEETING:

School Community Council Meeting

Tuesday, March 10th, 2026

3:30 pm

22)Welcome by Council Chair
23)2026-2027 Land Trust Signature Sheet
24)Review of Draft 2026-2027 Land Trust Plan
25)Approval of 2025-2026 Land Trust Plan
26)Review of School Data
27)Other Council Business
28)Community Comment

The purposes of school community councils are:

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Council Responsibilities:

- Review school RISE data
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  - Other assessments may also be reviewed.
- Develop a School Improvement Plan
- Develop a School LAND Trust Plan
- Participate in the development of the Professional Development Plan
- Advise the school administration on local school issues
- Provide an opportunity for issues of concern in the community to be presented to the school administration
- Ensure Digital Citizenship is taught to parents and students.

Concerns, Comments, or Suggestions, Please Contact:
Council Chair: Tava Waite
Vice Chair: David Malley
Principal: Tiffany Cowley, 748-2481
Community Members: Tava Waite, Charise Gillespie, Lynzee Curtis, Shaniah Tolbert, David Malley, Lindsey Smith
School Member: Kari Alton

Attendees:

David Malley - Virtual
Lynzee Curtis
Tiffany Cowley
Charise Gillespie - Virtual
Kennedy Verdi
Neal Peacock

Absent:

Lindsey Smith
Shaniah Tolbert

Community Council Minutes:

March 10th, 2025
3:30 PM in the faculty room

1. Call to Order

The meeting was called to order by **Tava Waite**.

2. Land Trust (LT) Plan Funding

Estimated funding for the **Land Trust (LT) Plan** was reviewed. Current projections indicate the school is **not expected to fall below the projected funding amount**. Members were asked to **sign the signature sheet** for the LT Plan.

3. Land Trust Plan Goals

The council discussed the goals of the Land Trust Plan, including continued support for **employee positions funded through LT** to support academic improvement. A primary focus remains **improving reading proficiency**. It was noted that the school's **RISE reading scores increased by 3% last year**.

4. Projected Funding and Program Adjustments

Projected funding estimates were reviewed, including a **slight increase in distribution due to employee changes**. Some employee hours have been **extended to support a phonics intervention group at the end of the school day**.

The council was informed that the **Lexia reading program will no longer be state funded** and will now be **funded by the school**, with **Land Trust funds allocated to cover this cost**.

5. Land Trust Goals Summary (2025–2026)

Current academic goals include:

- **15% increase in math proficiency**
- **3% increase in reading proficiency**

The school hopes to achieve **approximately 20% overall academic growth**.

6. Review of Additional Funding Sources

The council reviewed the following funding sources:

- **TSSA Funding**
- **Title I Funding**
- **At-Risk Funding**

	Discussion included reasons for **not replacing Education Support Professionals (ESP)** and instead **extending hours for current employees**. The council also discussed the **benefits of an instructional coach** in supporting teachers and improving instruction. **7. Legislative Update – School Lunch Recess Policy** New legislation regarding the **USBE Model Policy for recess before lunch** was discussed. The school has **chosen to maintain recess after lunch**, as students are **not rushed and have adequate time to eat in the lunchroom**. **8. Kindergarten Enrollment** The council was informed that **17 students are currently registered for kindergarten**. **9. Community Comment** There were **no community comments**. **10. Adjournment** **Tava Waite motioned to adjourn the meeting.** The meeting was adjourned.

NOTICE OF MEETING:

School Community Council Meeting

Tuesday, January 13th, 2026

3:30 pm

29)Welcome by SCC Chair
30)Title I Review of Programs
31)Report of LT and TSSA
32)Review of Current Plan and Planning for 26-27
33)Student Threat Response
34)Other Council Business
35)Community Comment

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Council Responsibilities:

- Review school RISE data
  - RISE is a series of student tests.
  - Councils review group results but individual data is not shared.
  - Other assessments may also be reviewed.
- Develop a School Improvement Plan
- Develop a School LAND Trust Plan
- Participate in the development of the Professional Development Plan
- Advise the school administration on local school issues
- Provide an opportunity for issues of concern in the community to be presented to the school administration
- Ensure Digital Citizenship is taught to parents and students.

Concerns, Comments, or Suggestions, Please Contact:
Council Chair: Tava Waite
Vice Chair: David Malley
Principal: Tiffany Cowley, 748-2481
Community Members: Tava Waite, Charise Gillespie, Lynzee Curtis, Shaniah Tolbert, David Malley, Lindsey Smith
School Member: Kari Alton

Attendees:

David Malley
Lynzee Curtis
Tiffany Cowley
Tava Waite
Neal Peacock
Kari Alton
Doug Johnson

Absent:

Lindsey Smith
Shaniah Tolbert
Kennedy Verdi
Charise Gillespie

Community Council Minutes:
January 13, 2025
3:30 PM in the faculty room

Meeting Notes

1) Welcome by the SCC Chair - David Malley opened the meeting and turned it over to Tiffany Cowley to start going over the agenda.

2) Title 1 Review of Programs - ALO Benchmark is underway. New staffing in Title 1. ESP small group instructions, progress monitoring, 1 on 1, Lexia, ELA training opportunities for staff and admin (LETRS).

3) Report of LT & TSSA - TSSA supports counselors who give class SEL lessons as well as individuals. Ordered the We Can Be Respectful resource SEL program. Went over where our Land Trust funding is going towards and projections for 2026-2027. Discussed the possibility of having an archery club or outdoor eating and learning space.

4) Review of Current Plan - supporting academic growth specifically reading as well as SEL.

5) Student Threat Response – looked over the different levels of response on the quick references sheet. The school doesn't want to normalize the bad behaviors as they are frequently increasing. We want to support students in doing better and making better choices.

6) Community Comment - Neal Peacock gave some information on District Strategic Planning Meetings. Tava Waite adjourned the meeting. Tiffany Cowley seconded the motion.

NOTICE OF MEETING:
School Community Council Meeting
Tuesday, October 14th, 2025
3:30 pm

1) Welcome by SCC Chair
2) SCC Training
3) Title I Review of Programs
4) Report of LT and TSSA
5) Review of Current Plan
6) Other Council Business
7) Community Comment

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- Participate in the development of the Professional Development Plan
- Advise the school administration on local school issues
- Provide an opportunity for issues of concern in the community to be presented to the school administration
- Ensure Digital Citizenship is taught to parents and students.

Concerns, Comments, or Suggestions, Please Contact:
Council Chair: Tava Waite
Vice Chair: David Malley
Principal: Tiffany Cowley, 748-2481
Community Members: Tava Waite, Charise Gillespie, Lynzee Curtis, Shaniah Tolbert, David Malley, Lindsey Smith
School Member: Kari Alton

Attendees:

David Malley
Kim Rasmussen
Lynzee Curtis
Tiffany Cowley
Kennedy Verdi
Tava Waite
Charise Gillespie
Neal Peacock

Absent:

Lindsey Smith
Kari Alton
Shaniah Tolbert

Community Council Minutes:
October 14, 2025
3:30 PM in the faculty room

Meeting Notes

7) Welcome by the SCC Chair - Tava Waite opened the meeting and turned it over to Tiffany Cowley to start going over the agenda starting.

8) SCC Training - Tiffany showed a UBSE Community Council training video and discussed points on council responsibilities.

9) Title 1 Review of Programs - ESP small group instructions, progress monitoring, 1 on 1 lexia, ELA training opportunities for staff (LETRS),

10) Report of LT & TSSA - Program would not let us generate report, will send out to council as soon as we can get a current report.

11) Review of Current Plan - increase the number of proficiency in reading by 20%. 3-5 grades 20% increase in RISE scores.

12) Other Council Business - went over the benefits of Lexia

13) Community Comment - Neal Peacock gave some information on District Strategic Planning Meetings. Tava Waite adjourned the meeting. Tiffany Cowley seconded the motion.

NOTICE OF MEETING:
School Community Council Meeting
Tuesday, September 16, 2025
3:30 pm

36) Welcome of New Members
37) Selection of SCC Chair
38) Selection of SCC Vice Chair
39) Title I Documents Review and Approval
40) Summary Report of Previous Plan
41) Review of Current Plan
42) Budget Review
43) Dates of Meetings for the School Year
44) Safe Schools Discussion
45) Other Council Business
46) Community Comment

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- Develop a School Improvement Plan
- Develop a School LAND Trust Plan
- Participate in the development of the Professional Development Plan
- Advise the school administration on local school issues.
- Provide an opportunity for issues of concern in the community to be presented to the school administration.
- Ensure Digital Citizenship is taught to parents and students.

Concerns, Comments, or Suggestions, Please Contact:
Council Chair: TBD
Vice Chair: TBD
Principal: Tiffany Cowley, 748-2481
Community Members: Tava Waite, Charise Gillespie, Lynzee Curtis, Shaniah Tolbert, David Malley, Lindsey Smith
School Member: Kari Alton

Attendees:

David Malley
Kari Alton
Neal Peacock
Tiffany Cowley
Kennedy Verdi
Tava Waite

Absent:

Lindsey Smith
Lynzee Curtis
Charise Gillespie
Shaniah Tolbert

Community Council Minutes:
September 16, 2025
3:30 PM in the faculty room

Meeting Notes

Tiffany Cowley opened the meeting and started going over the agenda starting with the last point working our way up with some of the events while we were waiting to vote for chair and vice chair positions.

10)Discussed PBIS plans that we have in place for the 25-26 school year.

9) Safe Schools discussion on our upcoming reunification drill

8) setting up dates for meetings this year Oct 14, Jan 13,March 10, May 12.

5-7) handed out budgets for LT & TSSA - overviewed some of the accounts & went over our reading growth

4) Title 1 compact - highlighting parent involvement with some of our title 1 events

3) Kari Alton nominated David Malley for vice chair. Tava Waite seconded that. Unanimous

2) David Malley nominated Tava Waite for Chair. Kari Alton seconded that. Unanimous

1)Board member Neal Peacock commended the parents and thanked them all. Tawa Waite adjourned the meeting. Kari and David seconded the motion.

NOTICE OF MEETING:

School Community Council Meeting

Date & Time Change Wednesday, March 19, 2025

3:00 pm

~~Wednesday, March 12, 2025~~

~~3:30 pm~~

1) Welcome by Council Chair
2) 2024-2025 Land Trust Signature Sheet
3) Review of Draft 2025-2026 Land Trust Plan
4) Approval of 2024-2025 Land Trust Plan
5) Other Council Business
6) Community Comment

The purposes of school community councils are:

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- Develop a School Improvement Plan
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- Participate in the development of the Professional Development Plan
- Advise the school administration on local school issues
- Provide an opportunity for issues of concern in the community to be presented to the school administration
- Ensure Digital Citizenship is taught to parents and students.

Concerns, Comments, or Suggestions, Please Contact:
Council Chair: David Malley
Vice Chair: Kari Alton
Principal: Tiffany Cowley, 748-2481
Community Members: Marie Hansen, Amber Jones, Jane Heiniger, David Malley
School Member: Kari Alton

NOTICE OF MEETING:
School Community Council Meeting
Wednesday, January 15, 2025
3:30 pm

1) Welcome by Council Chair
2) Review and Approve Minutes of Last Meeting
3) Land Trust Budget Update
4) School Reading Program and Progress Update
5) Social Emotional Lessons (SEL) Update
6) Digital Citizenship Update
7) Other Council Business
8) Community Comment

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Council Responsibilities:

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- Ensure Digital Citizenship is taught to parents and students.

Concerns, Comments, or Suggestions, Please Contact:
Council Chair: David Malley
Vice Chair: Kari Alton
Principal: Tiffany Cowley, 748-2481
Community Members: Marie Hansen, Shalee Bennett Amber Jones, David Malley
School Member: Kari Alton

Attendees:

Maree Hansen
Amber Jones
David Malley
Kari Alton
Tiffany Cowley
Kennedy Verdi

Absent:

Shalee Bennett

Community Council Minutes:
January 15, 2024
3:30 PM in the faculty room

Meeting Notes

1&2) David Malley motioned for the meeting to begin, Tiffany seconded the motion. The minutes from the Oct meeting were reviewed. David Malley motioned to approve the minutes and Kari Alton and Amber Jones agreed with the motion.

3) Went over our goal to have a 2% school wide growth for this year's Acadience reading and english/ language arts. LT Budget with planned expenditures, most going to staffing for aides. Other monies will be for manipulatives, chromebooks, and stipends.

4) Reading programs update, Lexia program has been a core program for CWE. Seeing good significant growth with the data so far. Also shared some data with our Steps for Success program to promote reading at home.

5) SEL Darlene Debry pushes in weekly to meet with classes to do lessons. 4th/5th grade will be adding lessons 'Uniquely You' to promote confidence and friendships. Will be gauging what is needed for students. Grades 1&2 will be piloting a new program called Peekapack.

6) Passed out the School Safety and Digital Citizenship discussion guide. White ribbon week has been in the works for internet awareness.

7) Procedures for motions

8) Community comment - Next meeting will be held March 12th 3:30 PM, Wed May 7, 2025

David Malley motions to adjourn the meeting. Amber Jones seconded the motion.

NOTICE OF MEETING:

School Community Council Meeting

Tuesday, October 8th, 2024

3:30 pm

1) Welcome of New Members
2) Selection of SCC Chair
3) Title I Documents Review and Approval
4) Summary Report of Previous Plan
5) Review of Current Plan
6) Budget Review
7) Dates of Meetings for the School Year
8) Safe Schools, School Safety & Grant, School Behavior Plan Discussion
9) Other Council Business
10) Community Comment

The purposes of school community councils are:

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- Provide an opportunity for issues of concern in the community to be presented to the school administration
- Ensure Digital Citizenship is taught to parents and students.

Concerns, Comments, or Suggestions, Please Contact:
Council Chair: TBD
Vice Chair: TBD
Principal: Tiffany Cowley, 748-2481
Community Members: Amber Jones, David Malley, Marie Hansen, Shalee Bennett
School Member: Kari Alton

Attendees:
Maree Hansen
David Malley
Kari Alton
Tiffany Cowley
Amber Jones
Kennedy Verdi

Absent:
Shaylee Bennett

Meeting Notes: October 8, 2024
3:30 PM in the faculty room

Tiffany Cowley opened the meeting. She went over the information on the Title 1 school-parent-family learning compact, let them know we added bring your own technology to the compact. Went over the TItle 1 letter that gets sent home yearly to the students that get serviced with Title 1. There are some things we have changed, so we will be adjusting the letter as well.

Rules of Order were disbursed as well as the website for the state site.

David Malley was nominated to be in chair. All were in favor. Maree Hansen nominated Amber Jones to be Vice Chair. Kari Alton seconded the motion. All were in favor.

Went over the budget that is being utilized this year with LT funds.

Scheduled our next meetings for Wednesday, January 15th, and Wednesday March 12th, and Wednesday May 7th at 3:30 for each date in the faculty room.

Reading goal was not met last year, so we will be trying to meet that goal this year. We have implemented cross age tutoring and a reading incentive program. We have developed a strong support for on-line reading as well. Tiffany went over the updated reading program and its curriculum changes.

We will have a second point of data for the next meeting that we can review.

Discussed the safety plans that are being implemented with new state laws.

Reviewed the Positive behavior plan.

David Malley made a motion to adjourn the meeting.

Meeting ended at 4:15

NOTICE OF MEETING:

School Community Council Meeting

Wednesday, March 6, 2024

3:30 pm

1) Welcome by Council Chair
2) 2023-2024 Land Trust Signature Sheet
3) Review of Draft 2024-2025 Land Trust Plan
4) Approval of 2024-2025 Land Trust Plan
5) Other Council Business
6) Community Comment

The purposes of school community councils are:

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- Ensure Digital Citizenship is taught to parents and students.

Concerns, Comments, or Suggestions, Please Contact:
Council Chair: David Malley
Vice Chair: Kari Alton
Principal: John Hughes, 748-2481
Community Members: Jenni Stoker, Amber Jones, Jane Heiniger, David Malley
School Member: Kari Alton

COMMUNITY COUNCIL MINUTES

- DATE TIME AND PLACE OF MEETING:
  Wednesday, March 6, 2024
  Cottonwood Elementary School 3:30 p.m.

- NAMES OF MEMBERS PRESENT: John Hughes; principal, Kari Alton, Amber Jones, Jenni Stoker, David Malley, Tracy Johnson-school board member
- NOT PRESENT: Gayla Luke, Jane Heinegar
- WELCOME: Board Chairman- David Malley, then turned time over to John Hughes, principal.
- BRIEF STATEMENT OF ITEMS ON MEETING AGENDA:
  LAND Trust Signature Sheet Form
  This form was introduced to the CC board and explained its purpose which for each member to sign to indicate the member's involvement in implementing the current school LAND trust plan and preparing the Upcoming School LAND Trust Plan, and to indicate their position (parent, school employee, or principal) and also the date.
  All present signed signature sheet.

- Next on the agenda was to review the draft of the 2024-25 Land Trust Plan which can be found online for public to view.
- Next agenda item was approval of the 24-25 plan—which was unanimously approved by CC members.
- No other council business or community comments were discussed at this meeting.
- Meeting as adjourned until next Community Council meeting.

Cottonwood Elementary School

NOTICE OF MEETING:

School Community Council Meeting

Wednesday, January 17, 2024

3:30 pm

1) Welcome by Council Chair
2) Land Trust Budget Update
3) Attendance Report
4) Academics
5) Social Emotional Lessons (SEL) Update
6) Digital Citizenship Update
7) Other Council Business
8) Community Comment

The purposes of school community councils are:

- To build consistent and effective communication among parents, employees and administrators
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- To make good schools great

Council Responsibilities:

- Review school RISE data
  - RISE is a series of student tests.
  - Councils review group results but individual data is not shared.
  - Other assessments may also be reviewed.
- Develop a School Improvement Plan
- Develop a School LAND Trust Plan
- Participate in the development of the Professional Development Plan
- Advise the school administration on local school issues
- Provide an opportunity for issues of concern in the community to be presented to the school administration
- Ensure Digital Citizenship is taught to parents and students.

Concerns, Comments, or Suggestions, Please Contact:
Council Chair: David Malley
Vice Chair: Kari Alton
Principal: John Hughes, 748-2481
Community Members: Jenni Stoker, Amber Jones, Jane Heiniger, David Malley
School Member: Kari Alton

COMMUNITY COUNCIL MINUTES

- DATE, TIME, AND LOCATION OF MEETING:
  Cottonwood Elementary School 3:30 p.m. January 17, 2024.
- NAMES OF MEMBERS PRESENT: John Hughes; principal, Gayla Luke; secretary, David Malley: chairman, Jenny Stoker, Kari Alton
- NOT PRESENT: Jane Heineger, Amber Jones
- WELCOME: Committee chair David Malley welcomed all and brought meeting to order turning time over to John Hughes; principal.
- BRIEF STATEMENT OF ITEMS FROM MEETING AGENDA:
  REVIEW AND APPROVAL OF MINUTE OF LAST MEETING: It was noted that the date from the last meeting should be amended from the 29th to the 28th. This was motioned by Kari Alton and seconded by Jenny Stoker and will be corrected.
  LAND TRUST BUDGET UPDATE: A graph showing the current trust plan with accounts of each budgeted expense including what expenses have been encumbered and the percentage of money left in each account was shared with the council.
  Expenditure summary shows that all is on track as planned.
  The software account does show and overage of $202.00. This is due to increase in quotes for renewal costs of programs. The overage will be absorbed from the unallocated funds account which is currently built into our plan.

  SCHOOL ATTENDANCE REPORT: Data shows that our attendance has gone down by 0.75% and absences have gone up by 0.75%. We feel that is due to a higher than usual amount of sickness among the students since Christmas break.
  SCHOOL PRGRESS REPORT: Several reports using data was shared showing progress reports from beginning of school-August 16 thru January 16. Report from MyLexia shows that out of 116 students at the beginning of the school year, 28% moved into of above Grade Level Material. Splash Learning graph was also looked at. This report shows a breakdown by grade of Learning Objectives, Learning Objectives Practiced, Problems Answered and percentage of accuracy.

  SOCIAL, EMOTIONAL LEARNING UPDATE: a list of all that Mrs. Debry is working with the students by grade was listed including what lessons and tools she has planned for each class in the future.

  CYBER SAFETY/DIGITAL CITIZENSHIP: Our students continue to address this each week as part of instruction time in the computer lab. Notes from Mrs. Magnuson were included for each of us with our agenda catching us up to date on which programs and lessons she has been sharing with the students. She is using the Skill Struck program and they have been focusing on what a digital footprint is and means.

  DISCUSSION OF AND PLANS FOR NEXT YEAR'S PLAN: Committee discussed if we were interested in keeping the same State goal for next week of if we would like to change it up some or stay with it as it is. Also, this year's plan lists the RISE ELA data as the main tool used for final measurement. Would we like to add other tool and/or criteria to next year's plan?

  It was decided that these and other areas of discussion will be tabled until our next meeting when it is planned to go over the proposed plan for school year 2024/25. It was also decided that Mr. Hughes would draft this plan and present it to committee for discussion and any changes that would be decided upon.
- ADJOURNMENT: It was motioned by David Malley and seconded by Kari Alton that this meeting would be adjourned until the next scheduled meeting on March 16th at 3:30 p.m. held at Cottonwood Elementary.

Cottonwood Elementary School

NOTICE OF MEETING:

School Community Council Meeting

Wednesday, November 29, 2022

3:30 pm

1) Welcome by Council Chair
2) Land Trust Budget Update
3) Attendance Report
4) Academics
5) Social Emotional Lessons (SEL) Update
6) Digital Citizenship Update
7) Other Council Business
8) Community Comment

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Council Chair: David Malley
Vice Chair: Kari Alton
Principal: John Hughes, 748-2481
Community Members: Jenni Stoker, Amber Jones, Jane Heiniger, David Malley
School Member: Kari Alton

EDIT 2023 NOT 2022

COMMUNITY COUNCIL MEETING MINUTES

- DATE, TIME AND PLACE OF MEETING:
  Cottonwood Elementary School Wednesday, November 28, 2023 @ 3:30 p.m.

- NAMES OF MEMBERS PRESENT: John Hughes; principal, Gayla Luke; secretary, Amber Jones, Kari Alton, David Malley, Jenny Stoker, Doug Johnson-District Tech Rep, Tracy Johnson-School Board member, J.R. Jones school dist. Elementary Supervisor.
- NOT PRESENT: Jane Heiniger

- Meeting was brought to order and members welcomed by chairman, David Malley. Discussion was turned over to Mr. Hughes, principal.

- BRIEF STATEMENT OF ITEMS PROPOSED, DISCUSSED AND/OR DECIDED
  Land Trust Budget Update and Schoolwide Attendance. Reports from each of these subjects were looked at and discussed. Budget expenditures are going as planned and on budget. School attendance report shows that we have 93.68% attendance with 6.32% absence for the school year thus far.
  Mr. Hughes shared copies of reports from software programs purchased with Land Trust funding. These reports show how each program is used in the school, how it tracks each student's data, etc. for the following programs.
  Aperture- Tracks the social/emotional learning and needs of our students. Each student is assessed three times a year; in September, January and April.
  My Lexia-Report showing by class- students with usage, students that are meeting usage expectations, and percentage of students meeting usage. Also shows their progress from the beginning of the year.
  Acadience Math - This report shows a breakdown by each class in several different areas of math depending on grade level content. It also will include assessments three times per year.

- DIGITAL CITIZENSHIP UPDATE: This continues to be taught each week in the computer lab. Doug Johnson from the district tech department commented that he sends out updates via e-mail to each parent on this subject as is deemed necessary and helpful. Council discussed if this was the most efficient means of communication for this topic and will continue with future discussion and suggestions.

- WRAP-UP OF MEETING: David asked council members if anyone had any other business to discuss or comments they would like to share. Meeting was dismissed. Next meeting is scheduled for January 17th 2024.

Cottonwood Elementary School

NOTICE OF MEETING:

School Community Council Meeting

Wednesday, October 4th, 2023

3:30 pm

1) Welcome of New Members
2) Selection of SCC Chair
3) Title I Documents Review and Approval
4) Summary Report of Previous Plan
5) Review of Current Plan
6) Budget Review
7) Dates of Meetings for the School Year
8) Safe Schools, School Safety & Grant, School Behavior Plan Discussion
9) Other Council Business
10) Community Comment

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Council Responsibilities:

- Review school RISE data
  - RISE is a series of student tests.
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- Develop a School Improvement Plan
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- Ensure Digital Citizenship is taught to parents and students.

Concerns, Comments, or Suggestions, Please Contact:
Council Chair: TBD
Vice Chair: TBD
Principal: John Hughes, 748-2481
Community Members: Jenni Stoker, Amber Jones, Jane Heiniger, David Malley
School Member: Kari Alton

COMMUNITY COUNCIL MINUTES

- DATE TIME AND PLACE OF MEETING:
  Cottonwood Elementary School 3:30 p.m. October 4, 2023.
- NAMES OF MEMBERS PRESENT: John Hughes; principal, Gayla Luke; secretary, Amber Jones, David Malley, Jenni Stoker, Kari Alton
- NOT PRESENT: Jane Heineger
- WELCOME: Welcome to all members, introduction of new members.
- SELECTION OF NEW CHAIR: David Malley was nominated by Jenni Stoker and all approved. Kari Alton was nominated by Gayla Luke and all approved as vice-chair.
- TITLE ONE DOCUMENTS REVIEW AND APPROVAL
  Due to changes at the district level discussion was held on how the Title One Program will be facilitated. Mr. Hughes explained that the principal at each school was now the Title One Coordinator at their own school.
  The council was asked to review this year's policy for later approval.
- Mr. Hughes shared an OVERVIEW OF CURRENT LANDS TRUST PLAN.

Software:	2850.00
Contracted Services:	2000.00
Salaries and Benefits:	22750.00
Technology supplies	1,000.00
Expendable items paper etc.	350.00

Funds available 2022-23	$25806.63
Estimated carry over from previous year	$ 3143.37
Total Proposed spending	$28950.00

State Goal: To increase student proficient by 20%. Cottonwood will continue to focus on using data to drive and inform our instruction in regards to the Utah Core Standards. Specifically writing, reading, comprehension, and vocabulary/phonics skills.
According to RISE testing-no growth was shown. Data will be reviewed and looked at for discussion at our next meeting. With the addition of more aids (each classroom now has access) we plan on the success of improved student growth and proficiency in the future.

Academic Area: Academic priorities will include but no limited to English/Language arts, math, science, social studies, fine arts, and physical education.
English/ Language Arts -15%
Mathematics -18%
Science -49%

- ACTION PLANS for implementation are:
  1) Retention of and additional training and support for our paraprofessionals.
  2) Purchasing resources to help with reading and comprehension skills.
  3) Training opportunities to be provided for faculty and staff.
  4) Using various software programs to monitor each student's understanding of Utah Core Standards. Parents will also have access to this information.
  5) Teachers will be meeting with the administrator, special ed teachers, and Title One coordinator to discuss each student's proficiency and progress.

- ❖ DATES FOR FUTURE COMMUNITY COUNCIL MEETINGS;
  Meeting will be held at Cottonwood Elementary at 3:30 p.m.
  November 29th
  January 17th
  March 4th
  March 13th
  And other times as deemed necessary.

- ❖ SAFE SCHOOLS, SAFE SCHOOL SAFETY AND GRANT, SCHOOL BEHAVIOR PLAN DISCUSSION

Cottonwood Elementary's reunification drill is scheduled for this Friday, October 6th at approximately 10:30 a.m.

Safe Routes assembly will be attended by all student body October 18th, 2023.

Information was given in the agenda for committee members to familiarize themselves with definitions of Digital Citizenship and Safety Principals, school safety background info, identifying internet threats.

Cottonwood Elementary School

NOTICE OF MEETING:

School Community Council Meeting

Wednesday, March 8, 2023

3:30 pm

1) Welcome by Council Chair
2) 2022-2023 Land Trust Signature Sheet
3) Review of Draft 2023-2024 Land Trust Plan
4) Approval of 2023-2023 Land Trust Plan
5) Community Comment

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- Ensure Digital Citizenship is taught to parents and students.

Concerns, Comments, or Suggestions, Please Contact:
Council Chair: Amber Jones
Vice Chair: Janet Tuttle
Principal: John Hughes, 748-2481
Community Members: Heather Orgill, Jenni Stoker, Amber Jones, Jane Heiniger
School Member: Janet Tuttle

COMMUNITY COUNCIL MINUTES

DATE TIME AND PLACE OF MEETING:
Cottonwood Elementary School Wednesday, March 8, 2023.

NAMES OF MEMBERS PRESENT:
John Hughes; principal, Gayla Luke; secretary, Jenny Stoker, Amber Jones, Janet Tuttle. Heather Orgill via phone.

- NOT PRESENT:

Jane Heineger

BRIEF STATEMENT OF ITEMS ON AGENDA:

- WELCOMED BY COUNCIL CHAIR meeting turned over to John Hughes principal for business items.
- Present member signed 2022-23 Land Trust Signature Sheet
- Quick overview of 2023-24 Land Trust Plan. With no changes or questions at this time- the committee voted for approval of outlined plan. All in favor with no opposed votes to plan.
- Additional discussion: Mr. Hughes read over our yearly school goal which is to increase the number of students proficient by 20 percent. Specifically writing, reading, comprehension and vocabulary/phonics skills.

Meeting was adjourned.

Cottonwood Elementary School

NOTICE OF MEETING:

School Community Council Meeting

Wednesday, Janaury18, 2023

3:30 pm

1) Welcome by Council Chair
2) Land Trust Budget Update
3) Attendance Report
4) Academics
5) Social Emotional Lessons (SEL) Update
6) Digital Citizenship Update
7) Other Council Business
    a. Next Meeting: March 8, 2023- Draft 2023-2024 Land Trust Plan
8) Community Comment

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Council Chair: Amber Jones
Vice Chair: Janet Tuttle
Principal: John Hughes, 748-2481
Community Members: Heather Orgill, Jenni Stoker, Amber Jones, Jane Heiniger
School Member: Janet Tuttle

COMMUNITY COUNCIL MINUTES

❖ DATE TIME AND PLACE OF MEETING:

Cottonwood Elementary School Wednesday, January 18th, 2023.

❖ NAMES OF MEMBERS PRESENT:

John Hughes; principal, Gayla Luke; secretary, Jenny Stoker, Steeny Larsen, Amber Jones, Janet Tuttle, Darlene Debry, Tracy Johnson (representing the School Board).

❖ NOT PRESENT:

Jane Heineger, Heather Orgill

BRIEF STATEMENT OF ITEMS ON AGENDA:

❖ LAND TRUST BUDGET UPDATE SPREADSHEET:

❖ Council discussed spreadsheet showing allocated budget for approved land trust monies which included budget of each account, adjustments (if any), YTD encumbrances, expenditures, also percentage of accounts available and used.

Noted that the bulk of our allocated money goes to additional staffing within our school.

❖ SCHOOLDWIDE ATTENDANCE REPORT

Showing Cottonwood is as at 92.24% in attendance and 7.76 in absences up to January 17th, 2023. Also discussed report showing attendance YTD breakdown by class.

❖ SOCIAL AND EMOTIONAL LEARNING:

Mr. Hughes shared that Mrs. Debry is continuing her weekly lessons in classrooms and working individually with students and groups as needed. She also continues to familiarize our school with the RULER program.

❖ DIGITAL AND INTERNET CITIZENSHIP UPDATE:

Mrs. Magnuson is continuing her monthly lessons with the classes in the computer lab.

Meeting was adjourned until March 15th at 3:30 to be held at Cottonwood Elementary. The committee will be discussing the 2023-24 draft for Land Trust Plan, we will renew goals from last year and ask for input into next year's school district calendar.

Cottonwood Elementary School

NOTICE OF MEETING:

School Community Council Meeting

Wednesday, November 16, 2022

3:30 pm

1) Welcome by Council Chair
2) Land Trust Budget Update
3) Attendance Report
4) Academics
5) Social Emotional Lessons (SEL) Update
6) Digital Citizenship Update
7) Other Council Business
8) Community Comment

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Council Chair: Amber Jones
Vice Chair: Janet Tuttle
Principal: John Hughes, 748-2481
Community Members: Heather Orgill, Jenni Stoker, Amber Jones, Jane Heiniger
School Member: Janet Tuttle

COMMUNITY COUNCIL MINUTES

- DATE TIME AND PLACE OF MEETING:
  Cottonwood Elementary School Wednesday, November 16th, 2022.

- NAMES OF MEMBERS PRESENT: John Hughes; principal, Gayla Luke; secretary, Jenny Stoker, Amber Jones, Heather Orgill, Janet Tuttle, Darline Debry, Doug and Tracy Johnson.
- NOT PRESENT: Steeny Larsen
- BRIEF STATEMENT OF ITEMS ON AGENDA:
  EXPENDITURE SUMMARY SPREADSHEET: council discussed spreadsheet showing allocated budget for approved land trust monies which included budget of each account, adjustments (if any), YTD encumbrances, expenditures, also percentage of accounts available and used.

  SCHOOLDWIDE ATTENDANCE REPORT- showing Cottonwood is as 93.18% in attendance and 6.82 in absences up to November 14, 2022 also discussed report showing attendance YTD breakdown by class and talked about the Emery School District Attendance Policies.

  SOCIAL AND EMOTIONAL LEARNING: Mrs. Darline Debry took some time instructing the council more about the RULES program for social and emotional resilience.

  DIGITAL AND INTERNET CITIZENSHIP UPDATE: We then took a field trip to our computer lab where Mrs. Magnuson, the lab coordinator led the discussion with the committee about Digital Citizenship and Footprinting, coding, cyber bullying etc.

  Doug Johnson-visiting from the district tech department asked the committee their thoughts on how we can help to educate parents about digital footprints, citizenship and safety. Council will further discuss this is upcoming meeting.

Meeting was adjourned until January 18th at 3:30 to be held at Cottonwood Elementary.

Cottonwood Elementary School

NOTICE OF MEETING:

School Community Council Meeting

Wednesday, September 21, 2022

3:30 pm

1) Welcome of New Members
2) Selection of SCC Chair
3) Title I Documents Review and Approval
4) Summary Report of Previous Plan
5) Review of Current Plan
6) Budget Review
7) Dates of Meetings for the School Year
8) Safe Schools Discussion
9) Other Council Business
10) Community Comment

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Concerns, Comments, or Suggestions, Please Contact:
Council Chair: TBD
Vice Chair: TBD
Principal: John Hughes, 748-2481
Community Members: Heather Orgill, Jenni Stoker, Amber Jones, Jane Heiniger
School Member: Janet Tuttle

COMMUNITY COUNCIL MINUTES

- DATE TIME AND PLACE OF MEETING:
  Cottonwood Elementary School 3:30 p.m. September 21,2022.

- NAMES OF MEMBERS PRESENT: John Hughes; principal, Gayla Luke; secretary, Jane Eggleston, Amber Jones, Heather Orgill, Janet Tuttle-via phone, Stephanie Roper—Title I
- NOT PRESENT: Jenny Stoker
- BRIEF STATEMENT OF ITEMS PROPOSED, DISCUSSED AND DECIDED: Welcome to all members, introduction of new members.
- Selection of new chair: Amber Jones was nominated and all approved. Janet Tuttle nominated and all approved as vice-chair.
  Mr. Hughes shared a summary report of previous plan and an overview of current plan.

Software:	2850.00
Contracted Services:	2000.00
Salaries and Benefits:	22750.00
Technology supplies	1,000.00
Expendable items paper etc.	350.00

Funds available 2022-23	$25806.63
Estimated carry over from previous year	$ 3143.37
Total Proposed spending	$28950.00

State Goal: To increase student proficient by 5%. Cottonwood will continue to focus on using data to drive and inform our instruction in regards to the Utah Core Standards. Specifically writing, reading, comprehension, and vocabulary/phonics skills.

Academic Area: Academic priorities will include but no limited to English/Language arts, math, science, social studies, fine arts, and physical education.

Measurements-used identified in the plan to determine if the goal was reached. Teachers will us baseline data from the previous year's RISE testing in addition to data collected in the School City online software to help determine student mastery at any given time.

Acadience Reading data will be used to form the baseline measurement foe each student. These baseline measurements will be evaluated quarterly in meetings between the administrator, teacher, and the leadership team.
An accounting of each student's progress will be discussed and ideas/strategies will be shared during quarterly teaming meetings.
Training opportunities that were funded through the Land Trust plan will b e discussed and information shared with the faculty and staff through written and in person presentations.

- Stephanie Roper, our Title one teacher discussed with the committee- how and what the Title I program is, the proposed compact, parent/family involvement vs. engagement policy.
- Dates for future Community Council meetings: November 16, January 18, March 8, March 25 (if needed).

Safe Schools discussion was table until our next meeting.

Cottonwood Elementary's reunification drill is scheduled for October 19th in the afternoon.

Rules of order and procedures were discussed, motioned and approved unanimously by the committee.

Meeting was adjourned until the future November 16th meeting.