

**Brentsville District High School
School Advisory Council (SAC)
Meeting Minutes
Tuesday, January 21, 2025, via Zoom**

Call to Order: At 7:01

Roll Call: Katherine Meints, Holly Tousha, Jan Smith, Melissa Layton, Cheryl Miehl, Norma Fernandez, Sonya Jacob, Amy Poole, Terri Snoots, Leydi Lopez, Benett Shaffer, and Audrey Jacob.

Review/Approve Minutes:

Meeting minutes for November 19, 2024, and December 17, 2024. Motion to approve: Terri Snoots; Cheryl Miehl seconded the motion. Minutes unanimously approved.

Open Chair/Community Time:

No one signed up.

Old Business:

- CIP Update – next review in Feb. We are collecting relevant data. Absenteeism is down in comparison to last year at this time. The notable disparity is among Spanish speaking students – both EL and non-EL (last year's data showed it was only with non-EL). We are looking into this by looking at individual students.

New Business:

- Course Selection – process about to begin. We will show a video to students in advisory on 1/29, and it will go out to parents. The course selection form will be shared and is what counselors use when they meet. Meetings with counselors begin with juniors in February.
- Specialty Program – There were not a lot of people in attendance, but that seems to be a trend across the county. Miehl – Some are holding electronic ones. The group speculated on why numbers may be down. Meints – it is to Ms. Miehl's credit that we are making it out to the MS; it is more convenient for the MS students. Ms. Miehl – The first one back in Nov – CTE held their career path night on the same night. Other events are being added to the division calendar, so people can go and learn about all specialty programs at one time.
- OCR Agreement – The presentation for students was just approved – it is Culture and Climate related. We must share our plan to present to all students and a plan to present to students who are absent. We have until the end of February to complete the training so will be using advisory blocks. Training for Admin will be done by an outside organization. Staff will be trained by the central office – likely at our Feb. staff meeting.
- Cell Phone Focus Group. The group focused on consequences for use with cell phones. Most of the group believed the discipline was more lenient than what individual schools used last year, so asked discipline be tightened up. Most wanted the phone given to the office the first time a student used it at an inappropriate time. One person wanted to follow current guidance which is that it goes to and is documented by the teacher. Dr. Meints will keep the council updated. If you'd like to share any information with her to share with the focus group, please let her know.

**Brentsville District High School
School Advisory Council (SAC)
Meeting Minutes
Tuesday, January 21, 2025, via Zoom**

- SACI Update – Ms. Pereira absent. Any questions – follow up with Ms. Pereira.
- Multiple Opportunities – grading regulation – Dr. Meints was asked by a council member to discuss this. Multiple opportunities can be found in Regulation 661-3 – under section 2 grading practices – letter L – multiple opportunities.

The goal is to create a feedback loop – students submit work, get feedback and can improve on initial performance. This happens in a multitude of ways. Dr. Meints shared examples/methods including drafts, retakes and spiraling. She also noted this is purposefully listed as a BTSN question for parents, so they learn how students are granted multiple opportunities. Again, the feedback cycle is important. Ms. Poole asked for further clarification about multiple opportunities in terms of alignment: the formative assessment does not align with the summative, or it's the summative and we're done. Dr. Meints said members would need to email with specific information/situations. She noted good instruction is that teachers create summative first, so know how students will be assessed, and then design instruction to meet the demands of the assessment. Everything designed should lead students to the summative. Audrey J - shared there should be something you do before a retake, noting some students may not study because they know they can just take it again. She shared the process Steinebach follows – all work for that unit must be in before any retake will be given. Dr. Meints notes many teachers do this and shared some other things teachers do. She noted she will share this input with staff.

- General information:
The next few advisories will be a little different.
 - The first advisory will consist of a survey – 5 questions and some demographics related to culture and climate. Then underclassmen will watch a video on submitting course requests (step 1 of a 3-step process).
 - We will then start the culture and climate presentations.
 - We are hopeful Ms. Kerns will be able to have local businessmen come in to share about various trades and career opportunities on Feb. 12. We know one cannot attend during advisory but will be here during lunch so students can ask questions. Reach out to Ms. Kerns with any questions.

Meeting Reminders:

February 18, 2025
March 18, 2025

April 22, 2025
May 20, 2025

Agenda Items for Next Meeting:

Adjournment: Ms. Jacob motioned to adjourn; Ms. Miehl seconded motion. The meeting adjourned at 7:24 p.m.