

**Minutes of the Dunwoody High School  
School Council Meeting  
January 12, 2016**

The DHS School Council met in regular session on Tuesday, January 12, 2016 from 4:00-6:00pm in the Media Center at Dunwoody High School.

**Attendance**

School Council Members present: Mr. McFerrin, Heather Carter, Mike Berry, Kelly Clinch, Ashley Doolittle, Ann O'Connor, Grant Wells, Chad Griffith, and Renate Herod. CATS member present: Macon Cook

**Welcome and Housekeeping Issues**

Chairperson, Ashley Doolittle called the meeting to order at 4:00pm. Ashley welcomed the council members and introduced the Principal's Student Advisory Council member, Macon Cook. November council minutes were approved as they stand.

**Guest Speaker – Macon Cook, CATS**

Macon shared information about the meetings of the new student advisory council, CATS. She said they meet once a month with Mr. McFerrin for a pizza lunch. The council is made up of students appointed by Mr. McFerrin from each class, 4 seniors, 3 juniors, 3 sophomores and 4 freshmen. Mr. McFerrin plans to add one new student each year going forward. Topics discussed so far have included the DHS security guards, the school store, improving school spirit and safety. Students share issues with Mr. McFerrin and he reports their ideas and concerns back to his administrative team. A CATS representative will also report to the School Council each month. Ms. Carter suggested that perhaps CATS could also nominate students for the Wildcat of the Month, as it would be beneficial to get student input for this as well as faculty input. The council agreed. Mr. McFerrin added that the Wildcat of the Month program has had a positive effect on school climate so far and plans are still in place to reward the monthly winners at a special banquet in May. They are also recognized on the bulletin board in the school.

**Principal's Report – Mr. McFerrin**

Attendance – Enrollment is 1692 to date. We lost 18-20 students who withdrew at the end of fall semester, but added 13 new students this semester. We have only 23 students with 6 or more unexcused absences. Mr. Johnson is following up with students who have chronic absences.

School Safety – The number of discipline referrals has continued to diminish over the last five years. We are well below where we were even last year. The infractions also tend to be minor issues. The administration is happy with the small number of referrals.

Schedules/Instructional Needs – Schedules for spring semester complete. Course request forms for next year are due Jan 25.

Teachers/Staff Issues – School is fully staffed. Mr. McFerrin says he should know next month about his allocation of points for hiring faculty for next year. He also will know more about hiring needs after students turn in their course request forms. He says we are still giving many tours for students coming from private school. Last year we enrolled 117 private school students. He plans to hold an Open House for prospective private school transfers to begin filling out enrollment forms in April so he can get a good idea of their numbers. He says the county will take these numbers into consideration as well when allotting him points for hiring faculty. Mr. McFerrin also

reported that the senior class had 65 students accepted to UGA early decision and 20 students accepted to Ga. Tech early decision. Congrats to the senior class!

Construction and Plant – We are still waiting on signage for the front of the school and Mr. McFerrin plans to circle back with Mr. Williams from DCSS on this. There was a small water issue in the orchestra/band room over break. The carpet is now being replaced with tile due to the damage. We didn't lose any instruments.

School Site Budget and Expenditures – Mr. McFerrin has allocated all the funds we had for this year; departments have submitted their budgets as well.

School Improvement Plan – Math department is working on contacting parents of students who failed math classes last semester so students can work on making up that credit this semester. Those students will also be invited to attend Math Bootcamp on Saturday mornings starting January 23. Kelly asked about ELA support and offered to give Mr. McFerrin more information about a Writing Center started at Riverwood that has been very successful. She and Mr. McFerrin will discuss further at a later time. Mr. McFerrin said PCMS has been helpful in identifying 9<sup>th</sup> graders who need remediation in reading and writing.

Copier/Intercom/Refrigerator/Locker Status – We now have two copiers for faculty use in the teacher workroom. We are expecting 1-2 more. The county has identified the need for more based on our enrollment. The intercom system replacement is in the works. New lockers have been installed on the 3<sup>rd</sup> floor and the county replaced some old lockers over the break and will continue to replace old lockers during spring break and during the summer. Coca-Cola company has offered to supply a refrigerator case for the cafeteria so we can create a new "Grab and Go" line for salads and healthier, quicker options. Kelly asked if the county would pay for it if the offer from Coke fell through. Mr. McFerrin said maybe, but it may depend on SPLOST. Ann expressed some concern about Coke signage being on the case since the point of having it is to offer healthy food options. Mr. McFerrin said we can use Dasani Water signage rather than soft drinks if we request that.

Current Issues – Renate shared the updated brochures for school tours. The council liked what she had put together.

### **Teacher's Report – Heather Carter and Mike Berry**

Mr. Berry and Ms. Carter reported that teachers came back to school thrilled about the new copier, their recent pay raise and grant money from PTSO. Morale is high. They also said the motivational speaker brought in to speak to 9<sup>th</sup> and 10<sup>th</sup> grade last week was really good and students seemed to respond well.

### **Unfinished Business**

Ashley said she wanted to start the new year by recapping and assessing the goals that council set at the beginning of the school year to see what we had accomplished and what still needed to be done. Before our meeting, she reviewed our minutes since August and developed the attached document. (See document at the end of these minutes.) The three categories council focused on included (1) Supporting Faculty, (2) Student Achievement, (3) Facility Improvement and (4) Improving PR. After reviewing what we had accomplished, we discussed goals moving forward.

Supporting Faculty – After reviewing accomplishments, council discussed finding more Professional Development opportunities for teachers. Kelly asked about adding more AP training. Mr. McFerrin said three teachers are going for training this summer but he hopes to add more if funds become available. We also discussed the best way to communicate with the faculty to follow up on the survey we gave them in August. We decided to give them a gift card for a Chic-Fil-A salad (offered by Grant) and a note

saying how council accomplished their top three priorities. Renate will work on this. We also decided that council should give a faculty survey each August to determine needs and issues.

Student Achievement – Mr. McFerrin said that all the breakfasts for the Math Bootcamp have been taken care of, so council mainly focused this discussed on nutrition and how to best make sure students are eating lunch and eating healthy food. Ann’s work on this revealed that many students are not eating anything at lunch. Council decided we should visit other schools with better cafeteria set-ups to see how we can improve. Ann suggested going to the school board with CDC nutrition experts. She also asked if the smoothie machine could be set up soon. Mr. McFerrin says Finance Academy is doing this and plans to start in the spring. Ann also asked if the water at DHS had ever been tested. She will look into doing this so student have access to healthy water. We discussed improving the water fountains and adding water bottle refill stations. We also discussed reinstating the Wellness Committee and Mr. McFerrin says he will make that a goal by next September. This semester council decided to research better cafeteria set-ups, work on setting up with Wellness Committee and adding a Grab and Go case. Studies show nutrition is a key factor in student achievement. We also discussed the need to revamp the existing SAT class to reflect changes in the test and the more recently popular ACT. Kelly will do some research about what other schools are doing to prep students. Kelly will also follow up on a possible Writing Center.

Facility Improvement – We discussed our accomplishments and decided to focus on getting the new intercom system for the school and adding the missing signage. Kelly also mentioned improving the performing arts space. We also reviewed the overcrowding issues. Ashley shared that the county is focusing on Cross Keys and Chamblee attendance lines and she thinks if the county redraws those, that will help our numbers as well.

**New Business** -- None

**Public Comment** – None

Ashley adjourned the meeting at 5:59pm. The next meeting of the Dunwoody HS School Council will be held in February in the Media Center.

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Tom McFerrin, Principal

# Accomplished 2015/Complete 2016

## **Supporting Faculty- focusing on teachers**

1. Conducted survey, for the teachers, to understand their priority needs this year. Based on this survey we found ways to provide their needs:
2. Provided #1 priority- copiers
3. another #1 priority was more recognition- Mr. McFerrin started “ Wildcat Way ” Monthly winners for outstanding teacher. A special bulletin in hallway showing the winners. Also a banquet at the end of year to celebrate.
4. Provided more Ipads,laptops,printers and carts for teachers
5. more opportunities for teachers-attending conferences, AP training and collaboration amongst area subject teachers.

### **Complete-**

1. Follow up communication from survey by giving special note on the New Kale salad from Chickfila so the teachers know what we have done since survey and what we are doing this semester to continue support

## **Improving student achievement-**

1. #1 priority for Mr. McFerrin around improving this topic was to find a way to provide breakfast for the Saturday Math boot camps. Math Boot camp is a way to help improve math scores. We have found ways to provide breakfast at most of the Saturday boot camps.
2. Started CATS/pizza with principal program to understand pulse of the school from student perspective. Inviting CATS member to every council meeting.
3. Collected info about Nutrition program at DHS- where we are/what to do  
Found out that a high percentage of students not eating. Not enough time to eat due to long lines, which can effect achievement.
4. Found a way to arrange breakfast for all Saturday morning math boot camps

### **Complete-**

2. Get refrigerator for cafeteria- provide a quicker way for students to receive a lunch/cut down on long lines. Going to visit Norcross HS café, smoothies avail, form wellness committee.
3. STEM/PCMS how is DHS continuing this
4. Writing center/ACT support classes

## **Facility improvement-**

1. Arranged/conducted meetings with DCSS COO and his team about needs for DHS.  
Discovered SPLOST money available to meet our needs. Also, discussed different plans for what will be done with overcrowding at DHS.
2. Worked with DCSS to install New Lockers so that all students and incoming students will have their own lockers.

2. Worked with DCSS to get the track repaired

3. Worked with city getting parking spaces in front of school completed

**Complete-**

1. Need new intercom system

2. Signage in front of school

3. Refrig for cafeteria

**PR-** 1. Designed/Completed PR brochure for prospective parents/students