

**HCEC School Improvement Team
Meeting Minutes
February 27, 2018**

Opening:

The regular meeting of the HCEC School Improvement Team was called to order at 3:02 p.m. on February 27 in Room 124 by Mrs. van der Sluijs.

Present:

Matt Witt	Tom Savage	Beth Caudle	Pam Sutton
Ben Morris	Tyler Honeycutt	Ms. Susan Case	Lisa Beddingfield
Elizabeth Prince	Marriette van der Sluijs	Cody Frady	Sherry Heath
Mrs. Santana	Jasmine Santana	Makayla Phillips	Richard Olsen
Ben Wilson	K and B Bailey	Maddie Bailey	Frank Scarduzio

Agenda:

Mrs. Caudle:

- Mid year review of the School Improvement [Plan](#)
- Safety and Security of school was discussed by staff and parents. Concerns from parents include students not sure of what to do during a lockdown, how often do we do training for lockdowns. Mrs. Caudle informed parents that there has been lockdown drills, and students will be reminded of the procedures during Friday homeroom. During a recent principal's meeting it was stated that lockdown drills maybe practiced more than two times a year as is procedure at this time. Parents ask for more information to be given during the lockdown messenger calls, as in explanation of the code "yellow" or code "red". Mrs. Caudle did read over the definitions from the school emergency book that is posted in all classrooms. During a recent safety meeting with BRCC, that included Mrs. Caudle, Mr. Parent and Mr. Faherty (BRCC liaison) discussions about how the college and high school lockdown drills differ would be looked at and worked on. Suggestions from staff and parents, entry swiping cards to enter building, visitor picture badges, student badges, only one main entrance into building (locked at all times), retired police officers volunteering on campus.
- Parents would like to see a survey for students to fill out about how they feel about the new Innovative High Schools building, likes and dislikes, safety, sharing building(two high schools in one building)

- Staff suggestion for moving some of the outside lunch tables to adjacent sidewalk area to utilize the shaded area and to help with noise from outside into classrooms.
- Recruitment/applications for next year students, Mrs. Caudle went over the increase we had this year from last year. 100 applicants, 12 upperclassmen. Largest number of upperclassmen to apply.
- CIHS Regional Meeting will be hosted by the Early College on March 7, 2018, approximately 30 schools will be visiting.

Adjournment

Meeting was adjourned at 4:10 p.m. by Mrs. Beth Caudle

Minutes submitted by: Sherry Heath, February 27, 2018