Battlefield High School
Principal's Advisory Council
Monday, February 27th 2017

MEETING MINUTES/NOTES

Call to Order at 6:30pm – Mr. Dorsey

- PWCS are nationally ranked based on AP exam scores (28.3% state, 30.2% PWCS, 35.2% including Cambridge and IB)

Allison Satterwhite –

- Budget Available online
- Budget comments – feels like there is less room to play with this year, gets impression Mr. Walts doesn't want too much changed
- Student Growth – 700 more students countywide this year than anticipated (added to FY 2017 budget PLUS additional growth); 2,420 new students next year anticipated
- Plan is 2% pay increase for teachers – some school board members and BOCS want a step increase
    - Looks like Commonwealth approved a 2% for teachers in Virginia – should help make the step increase happen
    - Step is great, but 36% of teachers DON'T get the pay raise b/c of where they are on the scale.
    - Taking step increases very seriously, possibility of adding a step at the top of the scale
- Salary scale study – need to bring it in, add nurses to teacher scale
- Would like input for next budget cycle from TEACHERS on salary
- Supplemental Budget to get back to 2007 levels (5 year plan) – reducing class size, getting out of trailers, etc.
    - Accelerated plan for building, planning, reducing trailers and adding staff
    - Would like it to go a bond
- 13th High School – still on track for 2021 (09 March at 7pm meeting for review of new site – next to Western Bus facility behind Jiffy Lube).
- 07 March Town Hall Budget Presentation at Bull Run MS
- Maintains class size reduction, but doesn't continue it (has to do with classroom availability).
- No adjustments for inflation
- VRS has increases – PWCS giving 9.5million towards that
- 1% increase in health insurance
    - With top plan, individual employees looking at $.59 per pay period, families looking at $4.92 increase per pay period
- Questions from PAC
    - Ground breaking "on track" for HS 13 but no dates given.
    - Jiffy Lube offered to help with any issues since HS 13 will be next door
    - What areas will it pull from? Mostly Gainesville, possibly Coles, possibility of ENTIRE county boundary update; should draw boundaries at HS #14 at the same time.
    - What are the class size reduction goals? Not easy, depends on grade level and teachers
    - Planned capacity for new high school is 2,557?
    - Will BHS still be over capacity after HS 13 opens? YES. High School addition is in 5 year supplemental plan, might involve land just south of BHS at the end of Graduation Drive for a permanent solution to overcrowding.
- Left business cards and encourages PAC to contact anytime with questions or concerns.

Opening Remarks – Mr. Ferrera

- Allison Satterwhite will be coming by this evening to answer questions regarding the budget
    - Will yield to her when she arrives

- School Improvement Plan 2016-2017
    - Hard copies NOT handed out, will be sent out
    - Survey results should be arriving soon
    - 3 overarching categories – Objectives/Strategies/Activities for each
        - Continuously Improve School Climate and Communication
        - Close student achievement gaps
        - Increase College and Career Readiness
    - GOAL #1 CONTINUOUSLY IMPROVE SCHOOL CLIMATE AND COMMUNICATION:  Raise from 70.9% to 80% clear decision making process
        - New instructional and organizational improvement council – filled by reps from different departments to voice concerns, feedback, etc.
        - Updates through budget season
        - Reorganize PAC – minutes, bylaws, etc.
    - GOAL #2: CLOSING STUDENT ACHEIVEMENT GAPS – close gap in reading and writing between ELL and non-ELL to no more than 20%
        - Support with professional development
        - Organize meetings with ELs with D' s and F's
        - Increase growth in SPED students in Math (close gap to no more than 20%)
    - GOAL #3: INCREASE STUDENT COLLEGE AND CAREER READINESS
        - Increase enrollment in AP Exams
        - Increase rate of 3 or better on each exam, at or above state and national averages
        - Addition of AP Courses including: AP Economics;
        - AP Insight implemented in the classrooms, cohort of AP Insight Teachers
        - Adding CTE courses, dual enrollment courses, etc.
    - Open for questions from the PAC:
        - How are changes communicated to students? For example – Flex for next year
        - Student Achievement Gap – AP students that take several vs. students not taking any. What are we planning to do to get new students to take one course vs. current students taking MORE?
            - This is Mr. Ferrera's focus
            - Use AP Potential report to target students that might not think they are ready for an AP Exam (for example, mediocre GPA freshman year)
            - Discussion between counselor, family and students
            - Research indicates that exposure to an AP course (regardless of score) prepares students for college
        - AP Potential – provided to department chairs (Math, English, Science, Social Studies) to assist in course selection for next year

- FLEX Schedule for 2017-2017
    - 8 period – with Read to Succeed/Study Hall in 8th Period
    - Flex Committee working on FAQ document that will move through the various groups (PAC, staff, leadership team, etc)
    - Review at next PAC meeting

- 2017-2018 Budget
  1. School Membership Document
     a. Lays out projected school population (best guess)
     b. At this point last year, projected 2,716 (actual was 2,900)
     c. Total 3,049 next year projected
        i. Historically, BHS has taken 100 students on lottery for transfers into IT program
        ii. 2016-2017 and 2017-2018, lottery is offered to 50 students
        iii. Brings projected to 3,099
        iv. Resource Programs – extra money above per pupil allotment
  2. Fixed Allocation
     a. Funding not based on population – these positions funded whether we have 1 or 3,100 students. Salaries based on PWCS average salary plus benefits. Not actual BHS salary/benefits (factors 2% increase).
     b. 4.0 for teachers refers to maintaining class-size reduction
        i. Mandated for: Math, 10th, 11th, and 12th grade core areas
     c. Budgeting for a 3rd Security assistant for next year
     d. .7 FTE for Specialty Program
     e. $2,222,410 for Fixed Allocation – gets added to Overall
  3. Calculation Sheet
     a. Funds received per pupil, including additional resources for particular student groups.
     b. $15,780,590 for General Education Students
     c. Some items your funded for more than you have, often times it doesn't work as well as it should
     d. For example, levels of particular needs can get lumped together and as a result whole item is underfunded.
     e. Resource Programs – additional monies for pupils in these areas (supplemental to per pupil funds)
        i. Mr. Ferrera works hard to make sure that the money allocated goes to those areas and follows the kids
     f. Total Allocation $20,496,404
        i. Total staff budget divided by total budget – good shape if between 92.8 and 93.5
           1. Currently at 92.1 for next year
  4. Teaching and Counseling Positions
     a. Fixed allocation provides 4 teaching positions: Posted as Math, Social Studies, English and Biology
     b. Anticipates several transfers to Colgan (45 positions open)
     c. Mr. Ferrera will know more specific staffing needs next month based on schedules
     d. New counselor starting 06 March (will serve as career counselor for rest of year so as to not disrupt current counseling assignments)
     e. Adding .6 Career Counselors
     f. Currently have 8 counselors. Next year – 9.6.
  5. Administration
     a. 2016-2017: 4.0 Assistant Principals, 1.0 TOSA, 1.0 Specialty program coordinator (6 total; Principal, DSA, Director of Counseling in fixed allocation)
     b. 2017-2017: Per Pupil Funds = 1 AP per 600 students adds another AP for next year (total of 5 Assistant Principals)
     c. Fixed Allocation of 0.7 Specialty Program Coordinator = 1.0 Administrator Intern (uses savings from not hiring new SPC results in a additional administrator at the next cost of roughly 0.6 of an Admin Intern)

   d. 2017-2018: 5.0 Aps, 2.0 Admin Interns = 7 positions
   e. Addition of security assistant (total of 3)
6. Over crowding
   a. Closed to transfers except the 50 on lottery basis for IT program
   b. Addition of 2 Trailers; requested that trailers be replaced by modular buildings when possible
   c. Conversion of unused TV studio in IT office into Offices and Conference Room (cannot be a classroom due to fire code)
   d. Conversion of other rooms into more suitable areas (Survey regarding room 1003, additional survey to come regarding faculty lounge in cafeteria)
   e. Expansion of virtual offerings to reduce senior schedules at start and end of day (Including Senior Flex; this was done the last time BHS went over 3,000 students with some mixed results)
   f. Questions
      i. Would be mostly through Virtual High School vs. Virtual Virginia, which has a 15 student cap (designed for rural areas where staffing is short for specialty classes).
         1. Virtual High School effective for Government and English 12.
         2. Suggested from student to work with Public Library in the event computer needs arise for possible students taking class virtually.
      ii. Possibility of courses from 2:00-3:30? One way to address virtual classes with teachers on a Flex Schedule with office hours.
      iii. Application process for students to take virtual classes and how do you determine good fit/governance for access? Historically – questionnaire and parent/student interest night. Many things have changed in 6 years, more students have been exposed to online learning; If we go this path, there will be information and communication for parents and students.
      iv. Where would funds come from for converting rooms? Likely replacement/technology, etc in 2016 and 2017 budget.
      v. Where would 2 trailers go? Space in the back for one, 1 in front of school.

- Other Business:
  - Graduation – 06 June at 1:00pm
  - Snow Days – none thus far; school board will discuss unused snow days at April 5th meeting
    - Although we base on instructional minutes and we have a minimum days in school requirement
    - School board is actively seeking input as to what can be done with the time
- Paula King – Superintendent's Advisory Council
  - Testing inconsistencies across the county (AP, SOL, etc): 4's and 5's on AP exams but have a D in class; exemptions from finals vary from school to school: please provide her feedback
  - Online presentation: RFP for replacing Parent Portal. New portal goes live in 2019; new RFP goes out in March – recommendations from parents and teachers will be accepted through there.
    - Looking at a system that displays grades, test scores, unofficial transcripts, etc.
  - Network Issues: thought doubling bandwidth to 2Gigs would help, it didn't; new budget has a 10Gig request.
- A Will to Survive: Rock Opera that is being presented to 9th and 10th Graders on 09 March at two offerings; Community offering at 6:30pm; high school students; not specifically about suicide but highlights through song and music the trials that teens go through; message of hope. Incredible production, written by mother of a teen that committed suicide.

- Question: Can local businesses donate space for classrooms?
- Emma Toureau: is auditorium stage being repaired?  Mr. Ferrera – hopes it does
- Bathrooms are not being used appropriately; defacing and treating bathrooms inappropriately?
- 8:02 Close of Meeting: Mr. Dorsey – if anyone has questions (community, parents, etc) send them to email list.