



# *James B. Castle High School*



## FINAL Minutes from JBCHS Community Council Meeting

DATE / TIME: August 8, 2017, 5:30 PM

LOCATION: Castle High School Office

PARTICIPANTS: Teresann Tau'a (Vice Principal), Lianne Jumawan (Classified Staff), Jeannine Miura (Classified Staff), Judy Esaki (Parent / Secretary), Georgianna DeCosta (Community – Castle Foundation), Amy Rozek (Community – Windward Community College), Cora Watanabe-Higa (Staff)

QUORUM PRESENT:

DATE APPROVED: September 12, 2017

Discussion Topic	Actions and / or Significant Points of Discussion
#1 Call To Order	5:45 PM by Amy Rozek (Acting Facilitator); Roll Taken
#2 Approval of Minutes	Motion to approve May 2 minutes by Jeannine Miura. Seconded by Lianne Jumawan. Approved minutes will be forwarded to Makee Tano for posting on school website.
#3 Scheduled Testimony	None scheduled.
#4 Announcement & Updates	<p>Introduction of Georgianna DeCosta of Castle Foundation as a new “Community” member of the School Community Council.</p> <p><b>Updates from Staff:</b></p> <ul style="list-style-type: none"> <li>• Freshman Orientation occurred today with all students returning tomorrow.</li> <li>• Wednesday and Friday have different bell schedules to accommodate assemblies for the first week of school</li> <li>• Opening of school year event held last week at Windward Community College. Hawaiian Food was served.</li> <li>• Enrollment, at the moment, shows a small increase from 1,178 to 1,184 students over last year.</li> </ul> <p><b>Updates from Administration:</b></p> <ul style="list-style-type: none"> <li>• 6 year accreditation received from WASC. Dr. Tyrell appreciative of efforts made by the school community.</li> <li>• Last week’s session at WCC included break-out sessions to provide Castle staff with information and updates on programs such as AVID (focusing on the academic middle), Early College, bridging with King Intermediate, etc.</li> <li>• Teachers provided compliance training to promote smoother operations.</li> <li>• Dr. Tyrell and 3 other Castle representatives are attending a Building and Construction / Math Workshop.</li> <li>• School will continue “visible learning” strategies in the</li> </ul>

	<p>classroom.</p> <ul style="list-style-type: none"> <li>• 16 new and some part-time teachers have joined the faculty.</li> </ul> <p><b>Updates from FFC:</b></p> <ul style="list-style-type: none"> <li>• None</li> </ul> <p><b>Update from C4 :</b></p> <ul style="list-style-type: none"> <li>• None</li> </ul> <p><b>Community Updates :</b></p> <ul style="list-style-type: none"> <li>• Amy Rozek reported that 7 Early College classes are being offered at Castle. 9<sup>th</sup> graders took “Intro to College” during the summer and have the option of taking Sociology or Ukulele during the fall semester.</li> <li>• Title 9 video training is optional for Early College students.</li> <li>• WCC enrollment may be slightly lower than last year</li> <li>• Georgianna DeCosta reported that the Castle Foundation supports community, school, and health programs from Makapuu to Kahuku.</li> </ul>
#5 Old Business	<ul style="list-style-type: none"> <li>• Judy Esaki offered to continue as SCC Secretary for the 2017-18 year pending quorum approval at an upcoming meeting</li> </ul>
#6 New Business	<ul style="list-style-type: none"> <li>• Registration Packet Pick-up – Lianne Jumawan brought up concerns regarding the current process which has students and parents funneled through various spaces for payment, schedule pick-up and ID picture taking.</li> <li>• Ideas aired included – incentivizing pre-payment via mail by providing a school sticker, having a phone message blast prior to the packet pick-up date, recruiting more volunteers, having the process done in the cafeteria ... similar in fashion to other Windward District schools wherein students and parents are guided through several “stations” for payments, schedule pick-up, etc.</li> <li>• Teresann Tau’a said she will facilitate a process to send out an evaluation form to invite comments and obtain inputs on the recent packet pick-up process. These inputs may then be used to foster brainstorming wherein stakeholders such as Front Office and Registration staff can devise solutions to the current logistical issue.</li> <li>• SCC will consider data sharing event in the near future.</li> <li>• Need to extend invitation to new parents to join the SCC.</li> </ul>
#7 Announcements	

Future Meeting Date: September 12, 2017, 5:30-6:30, Castle High School Office

Adjournment: 6:31 PM

Submitted by: Judy Esaki