# Upland Terrace Community Council Meeting

# Meeting Minutes

09/09/2011

1. Call to order

Kim Gardner called to order the regular meeting of the Council at 1:45pm on 09/09/2011 in the Library/Media Center at Upland Terrace Elementary School.

1. Roll call

Kim Gardner conducted a roll call and sent around a sign-up sheet requesting full contact information for each attendee. We anticipate sharing this document with the Granite School District.

* **In Attendance:** David Child, Lauri Hansen, Cheryl Phadnis, Joe Wood, Jessica Kerr, Kim Gardner
* **Absent:** Andy Carbaugh (thoughts, ideas, & guidance submitted via word document)
* **Guest(s):** Prasad Trilokekar

1. Approval of minutes from last meeting

Minutes from the last meeting were not read but already pre-approved from the prior school year. Those final meeting minutes are published and publicly viewable at the following website: <http://uplandterraceelementary.weebly.com/minutes-archive.html>

1. Agenda
2. Community Council Member Roles – New Members ? – Positions ?

* Acting upon the District’s recommendation for optimal Council size & make-up (4 parent representatives & 3 school representatives), the 2010-2011 council chair, Prasad Trilokekar found and recommended his own replacement, Dave Child. This was a discussion & recommendation from the prior council meeting. The Council accepted Dave as Prasad’s replacement and the council is now set for current school year.
* Prasad joined the meeting and volunteered to leave if his presence was not needed. The group welcomed and thanked him for his contribution as he left.
* Council “Chair” position was accepted and filled by Joe Wood.
* Council “Vice Chair” position was accepted and filled by Dave Child.

1. Land Trust budget sheet for 2011-2012

* Andy Carbaugh provided two documents in his absence. 1) An updated Excel document with the revised 2011-2012 Land Trust budget sheet. 2) A Word document with instructions, details, and comments. Summary of changes are: $2,000.00 for teacher stipends to assist with Math programs, this increase also requires increases in payroll “fringe”. $500.00 increase in math supplies. $1324.85 increase for equipment.
* The group discussed “Equipment” for clarification as these are the “Student Clicker Assessment Systems”.
* Textbooks were questioned (10-382-12-5420-1000-0641-000) and needs clarification below in the action item section.
* The council recommends and approves the budget set forth.

1. Math Program

* Discussions & recommendations continue from the council and are seen as a priority.
* It is important to separate and distinguish the “Math Program” into two parts. 1) Math Tutoring for upper grades will continue and improved for grades 4-6. 2) The Math fluency program for lower grades needs the most work / effort as it is in its infancy.
* The council recognizes that the teachers are in need of help to continue and further the program(s). Budgetary changes are in place to assist with this need for 2011-2012.
* The council recommends two improvements for the Math Tutoring: 1) Add an additional track as there was only one track last year. 2) Add a pre & post competency test or equivalent – something that would show measureable progress or success of those attending. Having measurable results that could be shared would be the goal. Christy Baxter is the teacher coordinator for this program and will be asked to continue for the current school year.
* The council recommends for the lower grade Math Fluency Program, a committee be formed consisting of approximately 7-10 parent volunteers. A lead teacher/coordinator invitation should be extended to a 2nd grade or other recommended/available lower grade teacher. Engagement of the PTA (Holly Brain - president) to assist with committee creation. Cheryl Phadnis has all the prior year program documents, as started by JaNeanne Dazley. See action item below.

1. Training Reminder – September 19th, 4:00pm – 5:00pm, Skyline High School Library

* Any council member that has not completed the mandatory training should do so as early as possible. Alternative locations, dates and times have been communicated via email. If you have not received this communication, Granite School District contacts are: Jana M. Klein [jmklein@graniteschools.org](mailto:jmklein@graniteschools.org) and Benjamin Horsley [bhorsley@graniteschools.org](mailto:bhorsley@graniteschools.org)
* Jessica Kerr also reminded the group of an opportunity to attend Superintendent Dr. Martin Bates speaking on Tuesday, September 13th, from 7:00pm – 8:00pm at Skyline High School.

1. Action Items
2. Andy Carbaugh to clarify budget line item “Textbooks (10-382-12-5420-1000-0641-000)” as suggested by Lauri so that the council can understand type & purpose.
3. Invite and name a lead teacher coordinator for the lower grade Math Fluency Program. Kim, Lauri, Andy to lead this effort.
4. Andy to request help and engagement from PTA (Holly Brain) to create lower grade math volunteer committee. Cheryl Phadnis will assist with knowledge transfer of prior year program materials.
5. Adjournment

* Next Council meeting is set for 10/14/2011. Agenda and public posting will be handled by the council chair.
* Joe Wood adjourned the meeting at 2:37pm and returned the minutes recording to Mrs. Wells.