

Horace Mann Dual Language Magnet Site Council Minutes
3/6/2018
Library, 5:00 pm – 6:00 pm

Present: Daniele Derstein, Fernanda Belton, Greg Stoskopf, Sarah Sackett, Vanessa Martinez

New District Calendar for 2018-2019 School Year

Calendars are available for next year. As mentioned previously, the school day will shift slightly: 8:00 – 3:10. Teachers are meeting to revise the master calendar to accommodate the loss of the “extra” 30 minutes.

Safety and Security

We reviewed the Horace Mann Crisis Plan. Each teacher has a red folder and a crisis packet containing phone lists, class lists, emergency supplies – everything they need in an emergency. Horace Mann conducts monthly fire drills. If a kid is missing, teachers pass that information to the school secretary and they work until everyone is accounted for. At today’s tornado drill it took less than 5 minutes to get 700 people into the gym. It’s important for parents to know that once the gym doors shut they do not open until an “all-clear” is given, so if you arrive at the school during an event, take cover in the secondary shelters – the restrooms.

We will be doing a lock-down drill in March. We have 3 different levels of lock-down.

Level 1: An issue in neighborhood that doesn’t relate to Horace Mann, for example an incident at a business on Broadway. A level 1 lockdown means the front doors are locked, classes do not go out for recess, but people circulate freely within the building.

Level 2: An incident that directly relates to Horace Mann. Appropriate announcements are made, classroom shades are drawn, classroom doors are locked, and class continues in place – with no passing periods until issue is resolved.

Level 3: An intruder in the building. Teachers receive regular training in the Run – Fight – Hide strategy.

Parents are notified in the instance of *any* level of lock-down. Please do not come to the school in the event of a lock-down. Please do not *call* the school during a lock-down; if children are hiding you may reveal their location. If Horace Mann is evacuated, meet your children at the evacuation site. Park Elementary and North High are our evacuation sites.

The School District has been focused on prevention as well. The campaign is “See Something, Say Something.” We are advertising the “Speak Up” program around school – an anonymous tip line that allows people/students to contact district security. Text to “CRIMES.”

Behavior Data at HM

Greg reviewed statistics for grade school and middle school behavior incidents and described the various categories of consequences. The Elementary school has almost 500 kids, with only 96 incidents this year. The Middle School uses a demerit system; at this point in the year we've had 70 write-ups. This is relatively good for this time of year, based on previous years. We looked at a break-down by grade. We are looking at possibly modifying the consequences for tier I behavior issues.

Building Facility Issues

A community member who has refereed middle school games for Horace Mann and who was involved in planning Horace Mann's new building years ago has taken an interest in pursuing options for Horace Mann to have a "home" court, perhaps at another school. We do not have appropriate locker room facilities at Horace Mann to host games.

Conference Feedback

We had a discussion about conferences to get feedback on the bingo cards and golden tickets. Maria mentioned that it took a long time to visit all the middle school teachers. (In middle school each child is assigned to have conference with a teacher who provides paperwork from all the other teachers.)

Drop-Off & Dismissal

We discussed ways to prevent car traffic from interfering with bus traffic during morning drop-off. The proposal is to establish another morning drop-off zone on the west side of Main Street. Students can cross the street at the crossing light and enter through the bus/east doors.

Horace Mann Program and Partnerships

We have been collaborating on Art for Everyone, among other organizations. A parent suggested sending a flyer with all the partners that offer programs at Horace Mann.