

**Council of Key Communicators**  
**Thursday, February 21, 2019**  
**District Office Conference Room**  
**9:00 a.m.**

**In attendance**

Key Communicators: Trish Buben, Diana DiMaria, Gail Orban, Chiara Orsini, Carma Lamm, Jennifer Retsch, and Alison Sanders

Administrators: Dr. Loughead, Dr. Cunningham, Mrs. Litwiler (School Board), and Ms. Berg

**Hampton Happenings**

**Safety and Security Website Information** - Ms. Berg and Dr. Cunningham reviewed a draft of the new Safety and Security section of the website with Key Communicators in order to get feedback before this section of the website is published for the community. The Safety and Security section was created to share centrally-located information on everything from the school closing and delay protocol, to safety and security resources. The section is not yet live on the website, but once it is published, it will be available under the District drop-down menu under the title "Safety and Security."

In addition, Dr. Loughead and Dr. Cunningham shared with the Key Communicators that the District continues to work closely with our first responders, and that we had invited the first responders to walk through all of the buildings in the next few weeks in order to see the buildings when students are in attendance. These walkthroughs are very valuable as the team continues to work together to improve safety and security measures across the District.

**Safe2Say Update** - Dr. Cunningham provided an update on the new Safe 2 Say Something Anonymous Reporting System that was implemented state-wide on January 14 through Act 44 and the Office of the Attorney General. As of this point, the high school students have been trained on how to use the app, website, or phone-in system and seem very aware of how to use the system. Middle School students will be trained in March. The District has a team in place to receive and process any tips received through this tip line. Dr. Loughead highlighted that it is still important for students and parents to report behaviors and concerns to the school and to the building principals, and hopes that the Safe2Say system never replaces the trust and communication that HTSD has with its families and community.

**Summer Programming -**

- Week of June 17 and Week of June 24: HTSD Summer Program at Hampton Middle School
- Extended School Year: July 8 to July 26 at Central Elementary School (9:00 a.m. to 12 Noon)
- Camp Invention: July 15 to July 19 at Wyland Elementary School (8:30 a.m. to 3:00 p.m.)
- Title I ELA and Math: July 22 to August 2 at Poff Elementary School (8:30 a.m. to 10:30 a.m.)

**School Cancellation Make-Up Days** - Dr. Loughead said that due to the most recent cancellation earlier this week, the District will need to add another make-up day to the schedule. At this point, the administration is considering adding a day in June, or using March 15 as a day of school instead of a

professional development day for teachers and staff. He inquired with Key Communicators how this would be received by parents and the response was overwhelmingly in favor of using the March professional development day as a make-up day of school instead of extending the school year into the second week of June. Dr. Loughead said the teachers' association was open to making the change and Mrs. Litwiler said the Board would also be willing to approve a change of that nature for the academic calendar. As a side note, make-up days are not set until they receive School Board approval.

**YMCA WRAP Program** - A pilot of the YMCA Wrap program will be open to Kindergarten students at all three elementary schools, and will be housed at Poff Elementary School for the 2019-2020 School Year. The program is intended to serve as a child care option and not a full-day kindergarten. The program is operated solely by the YMCA, which will be renting space from the District to host the program on the HTSD campus. Questions about the program or registration process should be directed to the Baiert Family YMCA. Registration will be on a first-come, first-served basis, with each of the three elementary schools being granted six slots per building. Information on registration is available [here](#). *The registration process will be online only.* Lunch will be provided through the program for students who are enrolled, and the YMCA will bus the students from Poff to their home school for their afternoon Kindergarten.

## Academics

Review of High School Feasibility Study and Next Steps - Dr. Loughead said the School Board voted to accept the study at its February 11 Voting Meeting. The next step is for the District to compile a PlanCon application that could be submitted to the State Department of Education on July 1 if the decision is made to move forward with the project. In previous years, PlanCon, when approved, has provided reimbursement for up to 20% of construction costs for school districts. Additionally, before the high school project could move forward, the District would need to consider financial implications and to hire an architect. In March Dr. Loughead will be providing a plan to the School Board that outlines the steps that would be necessary in order to proceed with the renovation plans. The first step - accepting the feasibility study and prepping for a PlanCon submission - has already been completed. The next step involves hiring an architect by April to assist with the PlanCon submission. Dr. Loughead cautioned that if the project moves forward, the final building may not resemble what was put forth in the feasibility study, but would be the result of months of planning, community conversations, and architectural design.

The track and turf at Fridley Field, as well as the roof replacement at Central Elementary, are not part of the High School Feasibility study and proposed renovation project. Fridley Field renovations will be completed this summer and the Central roof project will be completed in early fall. These projects received approval from the School Board at the February 11 Voting Meeting. More information about those projects can be found on the Board Report [here](#).

## Arts

Hues & Harmony Reminder – March 19 and 20 (5:30 p.m. to 8:00 p.m. at Hampton High School). More details available [here](#).

## **Athletics**

Dr. Loughead announced the following athletic programs are headed to the playoffs:

- Wrestling
- Swimming
- Ice Hockey
- Inline Hockey

## **Questions and Comments**

- Dr. Loughead and Dr. Cunningham will be coming to the PTO meeting at the High School on March 13.
- Mrs. Sanders said there have been some questions about the ratio of students to school counselors at the elementary level. Dr. Loughead said the three elementary schools share two counselors. He asked for some additional feedback from Key Communicators on this situation so that District Administrators can address any concerns or questions from parents. Dr. Loughead said the District is working on a more equitable distribution of time and resources among the elementary buildings for school counselors to ensure a continuous and responsive atmosphere for parents and students.

## **Upcoming District Events**

- 2/25 Board Special Meeting (if necessary) – 7:00 p.m., Dr. Harold Sarver Memorial Library
- 3/4 Board Work Session Meeting – 7:00 p.m., Dr. Harold Sarver Memorial Library
- 3/11 Board Voting Meeting, 7:30 p.m., Dr. Harold Sarver Memorial Library
- 3/18 Key Communicators Meeting, 9:00 a.m., District Admin Conference Room
- 3/25 Board Special Meeting (if necessary) – 7:00 p.m., Dr. Harold Sarver Memorial Library