

# STEM SCHOOL CHATTANOOGA

**PLT Purpose:** To lead the greater parent group (Parent Organization) in support of the STEM School through planning, overseeing, and implementing PLT initiatives

Monday, August 24<sup>th</sup>, 2015  
Parent Leadership Team Meeting (6pm-7pm)  
www.stemschoolchattanooga.net

## Meeting Minutes

- Attendance
  - Amy Betts
  - Felicia Bradley
  - Michelle Brock
  - Sue Camilleri
  - Jeannie Cerulean
  - George Choyce
  - Tracie Clifford
  - Trish Cox
  - Jolean Creviston
  - Bill Deckman
  - Tony Donen
  - Jackie Gray
  - Joe Hollis
  - Julie Hollis
  - Daran Holmes
  - Jim Kinkead
  - Karry Koppully
  - Starla Landrum
  - Shaneka McDowell
  - Audrea McKnight
  - Cindi Robey
  - Timeka Smith
  - Bryan Sweetin
  - Cameille Vlietstra
  - Lori Waite
  - Lori Warren
  - Octivia White
  
- Welcome
  - George Choyce, PLT Meeting Facilitator, provided opening comments and explanation on STEM, PLT and having the full complement of 9<sup>th</sup>-12<sup>th</sup> grades for the first time of the STEM High School. George then lead introductions of the PTL members with the announcement of an additional Facilitator (Sue Camilleri) in addition to Lori Waite and himself. George next requested a PLT member to take the role of Secretary to take meeting minutes to relieve Dr. Donen of the task. Tracie Clifford volunteered for the position and was accepted.
  
- Student Council Request
  - A request was brought before the PLT to have a representative from the Student Council attend the PLT meetings. There was discussion and a decision to waive a decision until the end of the PTL meeting.
  
- Committee Update
  - STEM Jubilee Committee: Cameille Vlietstra  
Cameille discussed the 2<sup>nd</sup> Annual STEM Jubilee tentatively to occur in April of 2016 at Findley Stadium (venue provided for free 2015) and possibly to occur in tandem with the Four Bridges Festival. The success of the past STEM Jubilee Expectations for the 2016 STEM Jubilee are:
    - More parent /student involvement
    - Grow sponsorship
    - Involve local elementary schools to enhance their fundraising opportunities

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- Student Council involved in planning

Discussion was also held regarding earlier contact with sponsors due to budget planning occurs in the September-October months. Cameille asked for those that have potential sponsors, the contact and the PTL member name to send those to Cameille to avoid overlapping contact. Please contact Cameille if you are interested in assisting on the STEM Jubilee Committee. [cameillev@chattanoogaacvb.com](mailto:cameillev@chattanoogaacvb.com)

- Staff Appreciation Committee: Trish Cox

Trish discussed how the committee does something for the STEM faculty once a month as appreciation from the PTL. Teachers do not get a lunch break much less an hour and have responded that food is what they would most appreciate. Trish will be sending out a communication regarding:

- Supplies (wipes, paper towels, tissues, dry erase markers, etc.)
- Committee Organization to be set up by grades (9-12) each month. For example, sophomores would provide teacher lunch one month, freshmen a breakfast one month and rotate through the year.
- Last month of the school year is designated for Gift Cards. Gift Cards of different denominations for a variety of stores, restaurants, entertainment and on-line purchasing are provided for the teachers. Evidentially the Amazon gift cards were a clear favorite!

Please contact Trish if you are interested in assisting on the Staff Appreciation Committee. She asks that you send your name and grade in the email. [tscox@epbfi.com](mailto:tscox@epbfi.com)

- Parent Orientation Committee: Audrea McKnight

Audrea explained that focus of the committee is to support parent and outlined the key areas.

- The committee purpose is to provide new parents the information needed to understand the STEM school.
- To assess ways parents can support their children in the transition to STEM.
- Upgrade and maintain the website with information for parents and family
- Information about the STEM budget from the state
- Information provided at the Open House
- Quick reference Guide to STEM (Acronyms and language unique to STEM)
- STEM 101 Parent Night to enhance parent knowledge and/or understanding of Edmodo, PowerSchool, mentoring, technical use by students.

For parents who want to know more about helping, Andrea says:

- Provide Input- Things or information needed, what is not clear or to request help to parent understanding
- Refreshments for STEM 101 Parent Night (the PTL provides the refreshments)
- Interested Parents are needed to help out by grade or to assist Dr. Donen and Mr. David during STEM 101 Parent Night.

Please contact Andrea if you are interested in assisting on the Parent Orientation Committee or just have specific questions. A meeting date will be determined soon.

[audreamcknight@gmail.com](mailto:audreamcknight@gmail.com)

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- STEM Jam Committee: Amy Betts  
Amy explained that the STEM Jam(s) are community building events within the STEM student's population. STEM Jams usually consist of:
  - Music and dance area
  - Video game rooms with vintage gaming systems through current equipment all provided and organized by the students
  - Snacks provided by parents
  - Scheduled approximately four times a school year. For example, prior to Fall Break, Christmas holidays and/or at Unit breaks
  - No students from other schools attendAmy also discussed a possible future STEM Community Jam that would include parents. Please contact Amy if you are interested in assisting on the Parent Orientation Committee. [abetts77@gmail.com](mailto:abetts77@gmail.com)
- Committee Decision  
Discussion was held whether to keep/maintain or delete the following committees. This will also be the opportunity to discuss and initiate any new committee for this school year.
  - Outdoor Classroom Committee  
This committee had reached a closure due to the project was completed. This committee was deleted.
  - Volunteer Committee  
This committee is needed as a pool of parents to help out on various projects. Shamika McDowell volunteered as the Committee Chair. Shamika will be sending out a new questionnaire for current and interested committee members
  - Fundraising Committee  
This committee faced difficulty with leadership and the need for fundraising to be specific to an event. This committee was deleted.
- STEM Gala  
Dr. Donen updated the PTL on the STEM Gala to be held this spring (2016). A location (undisclosed at this time) has been selected and secured. This event will include parents and students for:
  - Rewards Night
  - Dance for Seniors and Juniors
- Yearbook Committee  
Students have decided to create and lead this committee. The sponsor is Mrs. Bolus.
- Pictures  
Pictures taken last school year have been edited and matched up student name with picture. Forthcoming they will be available to parents (dropbox) to download.
- New Business
  - A motion was entered to have a STEM Student Council representative attend PTL meetings. Voted and approved.

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## **Next Meeting**

- September 21, 2015 at 6pm