



## **Minutes for Comprehensive Needs Assessment Committee Meeting**

A Canadian High School Site Based Committee held a Needs Assessment Committee meeting on Monday, October 16, 2017, beginning at 4:00 P.M. in the Canadian High School Meeting room. Those present were:

Lynn Pulliam	James Bryant
Amie Riverman	Jon Dumbauld - business
Luke Culwell	Dana Cook - community
Wade Hood	Rhealene Hill – business
Natalie Timmons	Lori Jack - parent
Michele Hagood	Belinda Leatherman - community
Kimberly McClendon	Chara Brown
Darlene Walker	

- I. Call Meeting to Order and Welcome  
*Mr. Bryant called the meeting to order and welcomed everyone.*
- II. Establish a quorum  
*15 people were present and a quorum was established.*
- III. Overview of Committee’s Purpose and Responsibilities  
*Mr. Bryant pointed out the purpose and responsibilities of the committee in their handout.*
- IV. New Staff  
*Mr. Bryant told the committee about the new staff members hired for this school year.*
- V. Present Comprehensive Needs Assessment draft document
  1. Review attendance and enrollment data  
*CHS attendance is about 97% and enrolment is 282.*
  2. EOC plus related testing update
    - i. Overview of the accountability system – four indexes, distinctions, etc.  
*CHS did well this year earning 6 or the possible 7 distinctions*
    - ii. Discuss deficiencies related to state assessments  
*Mr. Bryant went over the failure to meet the system safeguard for graduation rates.*
  3. ACT/SAT testing update
    - i. ACT School-day testing  
*Mr. Bryant compared the campus ACT scores to the state average. He noted that we have 100% test.*



**Lynn Pulliam, Ed.D.**  
*Principal*

**James Bryant**  
*Assistant Principal*

**Darlene Walker**  
*Counselor*

ii. Discuss possibility of faculty and staff incentives related to student performance

*The committee discussed possible incentive goals. Mr. Dumbauld felt that attendance should not be one. That is everyone's job to come to work. After a few ideas, they liked the topic of extra-curricular participation goals. Mr. Bryant said the teacher group would discuss it more at a later meeting. The district committee has some actions to talk before we can update our goals.*

4. Review demographic data

*The group went over the demographic data and noted changing trends.*

VI. Discuss other campus needs and programs in use or available

*There were no other topics discussed.*

VII. Entertain motion to adopt CNA with or without changes

*Jon Dumbauld made a motion to adopt the Campus Needs Assessment and Wade Hood seconded the motion. It passed unanimously.*

VIII. Overview of Proposed Campus Plan for 2017-18 with discussion

*Mr. Bryant led the discussion going over the Campus Plan for these school year. He pointed out the areas that will address the system safeguards.*

IX. Entertain motion to adopt campus plan, either as presented or with amendments

*Wade Hood made a motion to adopt the Campus Plan and Luke Culwell seconded it motion. It passed unanimously.*

X. Proposed changes to EIC regarding which classes count toward GPA for class rank

*Dr. Pulliam went over proposed changes to the district policy about classes that count toward GPA and class rank. He answered questions and took feedback to take to the board.*

XI. Other Matters or Questions? Service Hours graduation cords

*Mr. Bryant gave the idea about having graduates earn a cord based on service hours. The group gave ideas and feedback. 100 hours over 4 years grandfathered in at 25 per year.*

XI. Adjourn

*Wade Hood made a motion to adjourn and Dana Cook seconded the motion. It passed unanimously.*