



**Dana Bailey, Principal • Condee Holbrook, Assistant Principal**

Pacific Cascade Freshman Campus  
Site Council Minutes – Approved  
September 24, 2009

The meeting was called to order by Condee Wood at 2:45 pm. The following were present: John Lynn, Ruth Thompson, Sandy Kurtz, Sue Hamke, Carolyn McNicoll, Christy Garrard, Samantha Garrard, Marcy Grossman, Jessica Heaton, Kevin West and Elizabeth Metcalf

**Minutes:** May 2009 minutes were approved as corrected.

**New Business:**

**Community Celebration – Jessica Heaton / Condee Wood**

- Celebrate the end of PCFC Freshman Campus and the transition to a middle school.
- Celebrate a success
- Bring community together
- Community can tour the building
- Vendors to sell food
- Advertise to community and past students

**7<sup>th</sup> period – Missing Work Policy** – students are assigned to a 7<sup>th</sup> period academic help session which takes place after school – **Condee Wood**

- Students with missing assignments meet with administrators to make a plan
- Parents are called by teacher
- Students who fall through the cracks are the focus
- Tackles missing work
- Recognizes intentional non-learners who meet in the library for additional help
- Students who need extra help are identified early in the school year
- The hope is this will help to build study habits that will last through their high school career
- Grants through Issaquah Schools Foundation pay for staff to stay and tutor

**Transition – Carolyn McNicoll**

- Community seems to be unaware that the transition from a 9<sup>th</sup> grade campus to a middle school campus will take place next year
- Internal conversations have begun in the district
- What can we do to get the word out so parents and students are not surprised
- Condee will bring this up at the next sectional meeting – a meeting of all principals, assistant principals and district directors

**Old Business: None**

**Principal's Report: Condee Wood**

With 980 students, we've had a very smooth start to the school year. Students are very well mannered, very little discipline issues.

**Certificated Reports**

**English – Elizabeth Metcalf**

- English team set power standards on writing goals: structure, development, conventions

- Shakespearean actors will be coming for three days later this year to work with students as they study Romeo & Juliet
- This is funded by grants, ASB and parent donations
- The District is adopting a Scope & Sequence for grades 6 – 12
- All high schools will be on the same level with teaching standards

**Math – Marcy Grossman**

- Reviewing concepts now
- Classes are working with new standards
- Students came in with strong understanding of concepts
- Geometry students are starting proofs
- Algebra 2 starting arithmetic and geometric concepts
- Staff is hoping for an adoption this year to meet state standards

**Foreign Language – Ruth Thompson**

- All classes have done a common assessment
- A pre-quiz was given which few students passed. Students were given time to study and improve and most passed the post-quiz
- Some students have not been placed appropriately in Spanish 2, Principal Bailey is meeting with these students and their parents to discuss an individual plan of action

**Science – John Lynn**

- Focusing on lab safety, equipment and measurement the first few weeks of school
- Starting now, half of the classes will be studying physics the other half will study chemistry
- All the classes are having a penny drive to see what a million of something looks like
- All pennies collected will be donated to a charitable fundraiser later in the year
- Teachers are all doing a common assessment and developing a common rubric

**ASB Report – Jessica Heaton / Samantha Garrard**

- 10 clubs are up and running
- Anchor positions were chosen for Lynx Live
- ASB officers are conducting a survey on whether students would like a musical / play at PCFC this year
- Officers are working hard on planning our first dance on November 6<sup>th</sup>
- Plans are being made for an Inspirational Assembly
- Student Senate officers will be voted on and start meeting in October
- Working on a charitable fundraiser

**PTSA Report – Sandy Kurtz**

- First meeting was 9/23/09, good turnout
- Meetings will be held quarterly

The meeting adjourned at 4:09 pm.

Respectfully submitted,

Hollie Caley  
Secretary