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**MHS Site Council Meeting Minutes
January 7, 2025**

Meeting Date: 1/7/25

Meeting Time: 7:30AM-8:15AM

Meeting Location: Melrose High School Learning Commons (LC-5)

Present: Kade Chapman, Meghan Chapman, Anthony DiBenedetto, Jason Merrill, Sumin Kang, Taylor Siebel, Manjula Karamcheti, Jeff Bentley, Manjula Karamcheti

Absent: Gerry Mroz, Aliah Elbaz, Emma Karam

Agenda:

- Approval of meeting minutes from 11/12/24
- Continue working on 2-Year Plan
- Miscellaneous

Notes:

- Next meeting date 2/4/25
- Check back in with students who were interested in participating on the committee
- Different meeting times to include other people?
- Use of the accelerated improvement plan
 - Recent outcome from previous plans: new cafeteria doors
 - 2-3 main themes we want to focus on
- Send out a form to students, parents and staff for priorities? (needs assessment)
 - Draft questions for use in Crew for students/staff on Monday 1/17/25, send out to families that day
 - Topics to focus on: physical building, school culture, activities, college/career readiness
 - Same survey questions for all three stakeholders
 - Include description of site council, make up, purpose, etc
 - Kade will create google form
- Possible "google meet" for meeting with parents or community for follow up discussion
- Manjula has a "Student Summit" model to share for collecting input from students, with a keynote and student facilitated discussions
 - Great leadership opportunity
 - Action step to include student voice
 - Part 2: same student facilitation with faculty and staff