

## SLT Minutes 05.05.2020

The meeting commenced at 9:03am via Skype.

Copies of the April minutes were sent via e-mail and are available on the school website. A motion was made to approve the minutes. The motion passed.

### Old Business

The MTSS Grading Policies drafted by SLT at the April meeting and out for review were approved. Here are the 2020-21 grading policies:

- PLCs should agree to common category weights (classwork, homework, tests, projects, etc.) for each course level (AP, Honors, Standards)
- Numerical grades should be entered following the minimums below:
  - 5 school days for classwork, homework, quizzes and tests
  - 15 school days for major projects and long essays
- Students should have at least one numerical grade per week
- Each category should be appropriately filled so that one assignment is not inadvertently weighing more than intended.
- No points should be awarded for bringing in school supplies, behaviors (i.e. not using bathroom passes), bringing in signed progress reports, etc. Student grades should be aligned to course standards.
- Progress reports must be distributed as communicated through the GCS reporting calendar.
- Each quarter, students who receive Fs will be provided an Extended Learning Plan to recover their grade.
- Students failing the quarter should be referred to their counselor.

The Behavior Committee recommends the following operating procedures for MTSS. SLT agreed to put these out for one month for review and feedback. They will be voted on at the June meeting.

- Attentively be on your door between each class change.
- Consistently enforce all school rules.
- Post classroom rules and expectations if the learning environment allows for it.
- Be consistent with your classroom rules, expectations, and consequences.
- Provide students with a hall pass when they leave the room while maintaining the first 10 and last 10 minutes rule.
- Maintain your classroom expectations when outside the classroom (ex. visiting computer labs, media center, assemblies, etc.)
- Be at duty locations on time and find a replacement if necessary.
- Do not leave classes unsupervised.
- When students are sent to ISS and/or receive an office referral, teachers should contact parents.

- Be available during contracted hours of 8:25-4:05.

The Attendance Committee recommends the following operating procedures for MTSS. SLT agreed to put these out for one month for review and feedback. They will be voted on at the June meeting.

- Take accurate attendance within the first 15 minutes of each block.
- Enforce make-up time after the 4<sup>th</sup> absence and keep accurate records.
- As much as possible, make-up time should be completed with the teacher or with a fellow department member.
- Make-up work should be completed during make-up time so that lost instructional time can be recouped and to ensure academic integrity.
- Monitor student attendance and communicate following these minimums:
  - 3<sup>rd</sup> absence: teacher contacts parent/guardian
  - 6<sup>th</sup> absence: teacher notifies counselor and continues communication with parent/guardian
  - 10<sup>th</sup> absence: teacher notifies social worker and grade level administration and continues communication with parent/guardian and counselor

### New Business

Currently, YouTube is blocked for students who are using school devices. This will likely not change this school year but there are talks of GCS migrating to Google which would help with work arounds for YouTube videos.

With the details of the 2020-21 school year unknown, departments asked if they could hold off on spending instructional dollars or possibly spending some now and some later once we get more details. Dr. Seagraves said this was fine, but he could not guarantee fund availability later.

In the coming weeks, EC Case Managers will start holding virtual IEP meetings and they will need teachers to attend. In some cases, they may have to ask a teacher from last semester to sit in. Please accept these invitations.

The following chart should help departments choose their necessary leadership for the next 2 years:

Departments who need to revisit department chairs but do not need to elect a new SLT member. Department chair term will run 2020-21 and 2021-22 school years (2-year term).	Departments who need to elect a new SLT member but do not need to revisit department chair. SLT term will run 2020-21 and 2021-22 school years 2-year term).
CTE PE ROTC English Art SS Counseling	World Languages EC Math (Kimmy Mitcham) Science (Jen Ingold) Classified Counseling

We are still awaiting final word from the district on the grading of students in 9<sup>th</sup> - 11<sup>th</sup> grade. Until then, teachers should ensure they are providing no more than 12-15 assignments from March 16-May 29. While we have school the week of June 1-5, no new content or assignments should be pushed out.

Teachers asked about when they would be allowed in the building to clean out their rooms. Until we get more information from the state, we cannot say for sure. However, waxing will not be done until the summer.

Questions were asked about what school would look like next year. While it is way too early to speculate, Dr. Seagraves did share that summer school will more than likely be virtual. Additionally, due to increases in class size, our school did lose one teaching position. Rather than cut a teacher, Dr. Seagraves traded in the vacant graduation coach position so at this moment, our current staffing allotment will stay the same for next school year.

### **Parent and Student Questions / Announcements**

None.

The next meeting will be June 2 via Skype.

The meeting adjourned at **9:53**.