

# **CEIC Meeting Agenda/Minutes Included**

## **November 11, 2020**

- **Welcome**

**Ms. McLemore called the meeting to order**

**In attendance: Denise Armstrong, Ben Bridges, Krystal Cortez, Lauren Fennell, Christopher Harrison, Amy Jensen, Katy Johnson, Deke Jones, Amy McCuskey, Jenni McLemore, Amy Newsom.**

- **Student restroom plan for next semester (only getting thoughts/discussion)**
  - Restroom Log - [Student Restroom Log](#)
    - Universal plan for all to use
    - Will require some front end work (adding rosters to each period)
    - Will help reduce the traffic
    - Office can provide folders to put the handout in to keep track

**Committee offered a smaller one that could fit in the back of a badge. Teacher can then punch a hole when used. Ms. Cortez is going to create a mock one to show Mr. Zandt.**

- **No semester exams but keeping exam schedule for dissections in science classes**
  - Mr. Zandt will share schedule (same one as last year)

**Committee agreed**

- **Concerns from last CEIC answered by district**
  - **ELAR Block**
    - Mr. Zandt spoke with Dr. Averett the reasoning behind the ELAR block. He spoke with Ms. Mott and she explained 3 years ago that the writing scores across the district were very low. They took a stance in all grade levels to add minutes for writing. Another reason was that the TEKS changed and the way it is designed, it should be taught all in one. Improvement in writing scores is a board goal.

- Will look at not requiring ELAR Modified to be blocked . . .

## **Campus Concerns**

- **Concern #1 - Can or will teachers teaching online and in-person receive a stipend?**

**Mr. Zandt asked Dr. Averett (Assistant Superintendent of Secondary Learning) about the stipend at the principal meeting on Thursday, November 12th. He said that stipends are approved by the board before the start of the school year. All stipends have been recommended and updated in Talent Ed for any staff member that has extra curricular and stipends already approved.**

- **Concern #2 - Teachers are leaving doors open when not in the classroom. Does a reminder need to be sent out?**

**Yes, Ms. McLemore will send a reminder out to the staff. She will also need to conduct a security training for new staff members that have been hired after the school year.**

- **Concern #3 - Bell schedule problems:**
  - Kids in the hall are too loud, classes can't concentrate. Kids running in the hall.
  - Teachers are not in the hall during passing periods.
  - Overlapping classes due to grade level, so some classes have to be let out early while the next class is coming in when a teacher teaches multiple grade levels.
  - Some teachers are releasing too early based on which grade they are.
  - Teachers can stand in door and watch their released students while welcoming their next class.

**An email was sent to the whole staff on Thursday, November 12th that covered transitions. It stated that all teachers and staff must be in the halls during transition. If not meeting those expectations, a warning email will follow. The next time will be noted in file. It addressed the reasoning behind the importance of being in the classroom. This will help with kids being too loud and running in the hallways. Mr. Zandt is also going to implement the cool down zones for teachers that have a conference to stand in certain areas of the building during the transition. More staff will be out in the hallways.**

As for classes and overlapping, Mr. Zandt will look at the bell schedule and see about changing it to one beginning the second semester.

- Concern #3 - Electives overcrowded. Kids take the same electives more than once. Kids taking a class without a prerequisite (Ex: Art II before Art I) Art overcrowded, other electives too low.

Mr. Zandt spoke with Dr. Morgan with our elective issues and programs not having enough participants. He said that he will meet with each individual teacher and discuss their particular programs. He has a solution to it but will not be implemented until next year. If you have any questions, please feel free to contact Dr. Morgan as he said he would answer them.

- Concern #4 - What is the passing level for advanced classes for junior high?

Advanced classes at junior high have the same criteria for regular classes. This was confirmed by Ginger Robinson.

- Concern #5 - Kids leaving class without a pass during advisory and also teachers not checking the missing task report.

Mr. Zandt sent an email out on Thursday, November 13th over the concerns brought up about Warrior Time. He reiterated the importance of students having passes before they leave. He also stated some clarifications if a student leaves for tutoring and if returning back to class.

There is a staff meeting on Wednesday, November 18th that will be a training on Skyward and how to check for missing assignments and send out progress reports. This concern should be fixed after the meeting.

- Concern #6 - Classroom 305 needs to be ready for a class if they have to leave another class for sanitizing.

Mr. Zandt asked Ms. Davis to set the room up with expo markers, put a work order in for a phone, and cleaned and mopped. It should be ready for classes.

- **Concern #7 - How are we to address low grades for students that returned from online?**

**Mr. Zandt spoke with Dr. Averett. He said that as a teacher of record, they can work with that student by giving them extra work, missing work, and require tutoring in order for the student to help with grade. It is teacher discretion.**

- **Concern #8 - Can we have an optional exam that could help a student that has a lower grade due to online learning?**

**Mr. Zandt sent an email out on Thursday, November 13th explaining that the approved grading policy does not put a maximum number of assessments given but only a minimum has a requirement of a minimum of 2. If they give a project or test during that last week of the first semester, they can't call it a semester final.**