

## SPT Minutes

**Meeting Title:** High School Planning Team

**Date:** 3/10/16

**Members Present:** J. Lyons, M. Zarcone, C. Rudroff, J. Kasprovicz, R. Smith, D. Hyatt, M. Fezer, M. Piazza, R. D'Amato, N. Behrens, Robin Sesnie

### **Roles:**

**Leader:** J. Lyons

**Minutes Taker:** Robin Sesnie

### **Information Shared:**

- For the 2016-2017 School Year, Parent-Teacher Conferences will be Thursday, December 1<sup>st</sup> from 12-3 and 6-8pm.
- Make-a-Wish Dodge Ball is March 31<sup>st</sup>, please consider getting involved in this event for such a worthy cause.
- Reminder of Guidance Office rules discussed at the faculty meeting these are in effect now. Students must have a pass from a teacher to enter. Students are no longer permitted to wait for the next available counselor.
- April 19<sup>th</sup> will be a Staff Development Day for Grades 3-8 scoring. Those teachers not scoring will have a full staff development day with Jessica, Rachel and Dave Mileham.
- May 27<sup>th</sup> will be a day off (per TEA contract for no snow day usage) not official until May 10<sup>th</sup> (also per contract) so plan accordingly.
- CCLS Algebra II Regents will be June 1<sup>st</sup>: There will be 65 students taking this exam so it will be a regular school day for the rest. This will affect some 11<sup>th</sup> graders and the accelerated 10<sup>th</sup> graders.

### **Issues Discussed:**

- 9<sup>th</sup> Grade core teachers will receive a Chromebook cart: Algebra I, Living Environment, Global 9 and English 9 teachers will receive a cart for the 2016-17 school year and are expected to use them. The expectation is you will start off slow and use them like you would a laptop. Trainings will be offered at throughout the current school year, this summer, and during the 2016-17 school year. The 8<sup>th</sup> graders have had them all last year and should continue to use them in grade 9. If you currently teach in one of these areas and are opposed to using the Chromebooks, please discuss this within your departments and consider moving to a different grade level in your area and have someone willing to use them switch with you. Be patient with students learning the googledocs. They are becoming more proficient with continued use in grade 8, so the 9<sup>th</sup> graders coming in should be well versed. Jessica is looking in to getting cloud printers for rooms with Chromebooks.
- Suggestions for study hall protocol for the 2016-17 school year.
  1. The first 4 days of study hall, each semester, all students must report to and stay in their study halls.

2. Students must have a physical pass, an email or phone call from the teacher the student says he or she is going to be with for the period. Each study hall will still have a sign out sheet, but proof of location IS A MUST!
  3. Guidance will also have a sign in sheet that will be scanned and email to all of the study hall teachers too.
- Discussion about printing 5 week grades for all students was brought up. We used to only report 5 week grades for failing students; we would like to get back to that. Not all parents are on parent portal, so we cannot go paperless yet. Jessica will go on list serve to determine how many districts are currently paperless. Further discussion is necessary in this area.
  - Students are having issues with “student portals” (forgetting login information, trying past information and not being able to get in) Jessica will talk to Dave Sellan about providing all teachers with the directions to assist students with accessing their accounts. Also, currently the default in eschool grade book, when entering grades, is not to for the parent to view, Jessica will check into changing the default in eschool to grade and assignment will automatically appear unless the teacher changes that.
  - Career Exploration day to do list was tabled for our next meeting.
  - No open items were discussed.

**Next Meeting:** April 13, 2016 (date changed from April 14<sup>th</sup>)