

# Northside High School

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## Meeting Minutes

**Meeting Date:** 02/17/2021 - 8:30am

**Title:** February SIT Meeting

**Location:** Virtual

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### I. Attendance

**Team Members:**

Tracey Nixon, Anthony Bailey, Melissa Boyd, Billy Bunn, Jennifer Bunn, Elizabeth Fortescue, Daniel Garcia, Mike Herbert, Julie Kolikas, Cara Krajewski, Amber Searcy

**Guests:**

MSGT Murphy to replace Col Stinson as rep for ROTC- in attendance, Caleb Coltrain-Guest (Ag Teacher), Leigh Bond- Guest (School Bookkeeper), Caryn Vaughan-Guest (English Dept, Rep for Cushing)

### II. Celebrate recent successes

We are 3- 9 weeks down!

Mrs. Boyd used the skills from the recent SREB training on Google Breakout rooms- the students were all active, participating and was successful.

The Ladys Basketball team won last night!

### III. Review and respond to coaching comments

#### IV. Approval of last meeting's minutes

Jennifer Bunn moved to accept the meeting minutes. Billy Bunn seconded the motion.

Minutes approved.

### V. Old Business

#### VI. Indicators to Assess-Create-Monitor

*Indicators Assessed*

*Objectives Planned For*

*Monitor (updates made)*

#### VII. Other Business

**Action Taken:**

Mrs. Bond-School Bookkeeper shared information about school supply money needing to be spent by the end of March. The current amount available is \$9,184.61 She shared that she has earmarked

\$1,300 for copy paper to have for next year. That leaves \$7884.61 for supply money that must be spent. Garcia asked for all department reps to go back to their departments and build a 'wish list'. This wish list needs to be submitted to Garcia by March 7, so we can make final decisions at the next SIT meeting 3/17/21 which will put us very close to the deadline for keying in the Purchase Requisition forms in time to meet the deadline. Departments should fill out Purchase Requisition forms for their wish list items to expedite the process if their items are approved. This may not be an option for certain items, for further guidance, see Mrs. Bond.

Discussion among members of possible options for spending the money, narrowing down what are appropriate items for Supply Money use. Mrs. Nixon warned against using any of it for technology (lapel mics were mentioned as an option), because of upcoming changes in how online instruction may be handled. Boyd inquired about a digital textbook as the ones being used are very outdated, Mrs. Nixon asked her to check on the cost and that Mr. Cheeseman would have to approve this type of purchase because it involves consistency of materials across the school district. Mrs. Vaughan mentioned that this kind of money was used to purchase some novels last year, and she would check with department on needs. Mrs. Boyd mentioned that in the curriculum meeting Mr. Cheeseman was very open to approving purchase of anything that could be justified. She mentioned a school mentioning microscopes, and that need was filled very quickly.

There was a Board Meeting on 2/16/21, the night prior to this SIT meeting, that was short, possibly indicating upcoming changes. Mrs. Nixon mentioned Senate Bill 37 being in the works, not yet passed. Senate Bill 87 "AN ACT TO PROVIDE ACCESS TO IN-PERSON LEARNING FOR STUDENTS IN GRADES KINDERGARTEN THROUGH TWELVE", involves providing face to face instruction for all students.

Another bill is in the works that involves mandatory summer school for students who fail K-12th grade this school year. This summer school is proposed as a 6 week session, and this bill does not currently involve any funding.

### **Asynchronous Wednesday**

Currently our plans for asynchronous Wednesday include Mastery Prep assignments that should take approximately one hour to complete for the school day. Mrs. Nixon shared her reasoning for only having Mastery Prep assignments, her thoughts are that this will give teachers one less day to prepare digital/face to face lessons, and time to plan/call students/parents etc. Coltrain mentioned the large amount of Professional Development we have had in the past year. and added that since Mastery Prep is only one hour's worth, that the students can use the rest of the day to make up missing assignments. Garcia stated that the feedback he is getting from some staff is that instructional time is missed and is adding up over time. Stating that one day a week x 4 weeks x months adds up to a lot of missing instruction time for the content areas. Nixon commented that most people are only teaching for about 45 minutes a class period, so that makes it hard for them to complain about missing

instruction time when they could be teaching for the full 90 minute blocks. Mrs. Boyd mentioned prerecorded lessons as a possibility. Garcia mentioned that he does a lot of other things on Wednesdays, he calls his failures which usually takes about an hour, and he opens his door to students 1:1 that need extra attention. Mrs Nixon added that a lot of teachers are also doing this and having individual google meets with students to connect and help. Garcia noted that he was concerned that we should 'maintain a standard' so the students are not confused with the different expectations for each period on Wednesdays. Nixon commented that she is noticing that the students are very easily confused when it comes to minor changes or switches in routine. MSGT Murphy shared an idea including opening 'Club Rooms', including ROTC, FBLA, Sci Olympiad, etc and allow students to come in and discuss upcoming plans for the club, socialize, share. Mrs. Vaughan added that these rooms would instill socialization.

**Decisions made:** There should be no bellringers on Wednesdays. Attendance will be based on Mastery Prep completion. No new content should be delivered on Wednesdays. The standard will be that Asynchronous Wednesdays are for "Mastery Prep, Tutoring Time, and Makeup Work" Teachers should reach out for 1:1 help for students, and this day gives an opportunity to call parents, have meetings, call failures etc.

Mr. Bunn shared that he did not agree with Seniors having to complete Mastery Prep assignments, and that he felt like it was a waste of their time, as they would already have taken the ACT/have future plans in place by this time.

**Decision:** Next year we will be delivering Mastery Prep content during 5th Period (a shorter block added into the end of the school day 5xweek), and Seniors will not be required to complete Mastery Prep assignments unless they want to opt in/ special circumstances of them needing to prep for a retest.

### **Attendance Policy**

Mrs. Nixon shared that there was a misconception with students that they have 10 days from the assigned date of every assignment to turn it in for full credit. She shared that students only get 10 days to complete the work IF THE STUDENT WAS ABSENT FROM CLASS ON THE DAY OF THE ASSIGNED WORK, OR IF THEY ARE REMOTE STUDENTS. If the student was present in your class, then they are expected to turn in the work on the day that you set as the due date. They are not automatically given 10 days in every situation. She commented that we do need to hold students accountable.

### **Daily Attendance**

Garcia made a motion to change the way we take attendance for students, with a focus on the legality behind marking them 1R "Present", when the kid was in fact not on the remote class, but only did the

bell ringer within the 10 days. Concern is with keeping up with data of when students are actually attending live lessons, and records of their physical locations during the school day. Garcia added that if we are not going to penalize them for having more than the limit of absences, then why can't we mark it as it truly is occurring? He also mentioned that he knows of some teachers who are keeping dual attendance, their 'real' attendance, and then the one where they have gone back and marked them present because they went back and did the bell ringer. Question was raised if we could get rid of Bell Ringers all together. IF that is possible, then we could do attendance based on them physically being on the screen or in the seat. If not, then they will be a sticking point because right now, if a kid does a bell ringer, they are marked present even if it is completed several days after the actual lesson.

**Decision: Table for now. Mrs. Nixon is going to check with Andrea Lilley about the bell ringer situation and if it is possible to stop them as attendance. CONTINUE TAKING ATTENDANCE AS YOU HAVE ALL YEAR.**

Discussed school improvement with money and approvals from Cheeseman. Nixon shared that Cheeseman is looking at bids for refill stations to replace the water fountains as a more sanitary option. A canopy from the bus door to the bus lot was mentioned as something that had been talked about for awhile, Mrs. Nixon said she took that off the Capital Outlay list because she cant justify \$60k to cover a student from rain 2x a day. She added that she has 'pave staff and student parking lots' and 'remove trees from front driveway' as our top Capital Outlay projects.

Boyd shared the History Scheduling Changes: Now 9th Graders will take World History, 10th Graders will take American History (only one semester), 11th Grade will take Finance, and 12th graders will take Civics.

Students taking American History 1 now, will not have to take American History 2 and will receive full credit because of the transition/gap period.

Billy Bunn motioned to adjourn

Mr. Herbert seconded the motion.

**VIII. Next Meeting**

Date:

Time:

Title:

Location:

**IX. Adjourn**

9:45am

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