

PERRY TOWNSHIP SCHOOLS

Perry Schools Discussion Notes

September 18, 2014

EC Room 210, 4:10PM:-5:10PM (Approximate Time)

ATTENDANCE

Administration: Rhonda Jones-Jointer (EC), Vicki Carpenter (EC), John Ralston (PA), Matt Willey (EC), David Henriott (RPE), Mike Bagley (PTEC)

PEA: Neil Linville (PMHS), Kyle Hanefeld (GV), Rebecca Rissel (GV), Sue Buscemi (GV), Mark Madden (ALE), Steve Dawson (PMHS), Nancy Tatum (PA), and Diane Turpen (PMHS)

Passwords

Matt Willey expressed concern about teacher passwords that are being used by students. The technology department can generate a report to see online activities of each username. Mr. Willey stated that students using a teacher's password is not a result of hacking, but from teachers trusting kids too much by allowing the password to be temporarily used. Some students have gained access of password as a result of post-it notes or similar notations near the teacher's computer. Also, Mr. Willey stated that we may need to implement a system in which staff passwords periodically expire and need to be reset.

Online pay statements

The pay-period ending on Oct. 10th will have pay stubs available online. Until then, paper-based pay stubs will be distributed. The business office will send out directions to access pay stubs online on Sept. 19th. (This has already been done.) Also, W2 forms, which are completed by the business office, will be available online. Moreover, all employees are required to receive a paper copy of their W2 form as well. The HR Portal will have forms and the Teacher's Handbook available online. Furthermore, the staff directory will be available online in future.

Calendar

The proposed 2015-16 calendar has suggested the following changes. Monday, July 27th and Tuesday, July 28th will be designated as teacher work days. The first work day, July 27th, will be a day typical first day back with our morning meeting as well as meetings at your respective building. The second work day, July 28th, will be a time for teachers to prepare their classroom. The first student day will be Wednesday, July 29th. Also, the teacher workdays on Friday, December 18th and Friday, May 27th will both be half days. Moreover, there will be no school on the Wednesday prior to Thanksgiving Day.

The make-up snow days will begin by using Dr. Martin Luther King, Jr. Day and Presidents' Day. Both of these holidays will be used if there is more than a one week prior notification that either holiday is needed for a make-up day. The date, February 15th, will be the cutoff date on whether or not Intercession days will be used for make-up days. Moreover, there needs to be at least two make-up days as of February 15th in order to use the Intercession. If there are any make-up days after the 15th of February, those days will tacked-on at the end of the school year. Lastly, spring break will line up with all surrounding school corporations by at least one week with the exception of Franklin Township. The calendar recommendations will be discussed at the next Board Meeting.

TAP Indicators

Neil Linville reiterated that he is keeping TAP discussions with Administration specific to buildings having issues. These concerns are being discussed directly with Mr. Bohannon and Mrs. Carpenter. PEA strives to work with administration to find quick, effective solutions to situations that arise in specific buildings. However, if there are large issues regarding evaluations/professional development, they will be addressed in the large Discussion forum after taking them to Mr. Bohannon and Mrs. Carpenter. **(Note: If members have any issues they need addressed, they should talk to their building rep, who will then talk to the principal or PEA officers for assistance.)**

Concerning TAP, Neil Linville and Kyle Hanefeld recently discussed a concern about the Thinking and Problem Solving indicator in Category 2 with Bob Bohannon and Vicki Carpenter. The rubric in the TAP Career Teacher Manual states that this indicator at Proficient rating is judged “over the course of multiple observations” while the NIET version of the rubric published in the Teacher Handbook leaves out the phrase “over the course of multiple observations”. An evaluator was confused about scoring this indicator. Administration expects this indicator to be judged during each observation episode. Following discussion of this concern, Bohannon, Carpenter, and Linville are confident that evaluators are clear about scoring this indicator. Administration is also certain that the correct NIET rubric has been used in every building.

Proposed Grading Policy

During the last discussion meeting it was announced that the elementary grading policy requires a student’s lowest grade for an F be 50%.

After hearing about the elementary grading policy change, many secondary teachers voiced their concern about adopting this same policy at the secondary level. Secondary teachers believe they work hard to keep students out of a situation from which they cannot recover. A “50% lowest F grade” policy is seen by secondary teachers as a way to enable students to get credit that they are not earning. Moreover, several programs are currently in place to help students recover credit and dig themselves out failing grade situations. These teachers believe that there is a difference between a student who tries and fails versus a kid who does not turn in work. Furthermore, the teachers opposed to a “50% lowest F grade policy” believe that this policy at the secondary level would set a tone for students that homework is not important.

More discussion concerning expanding the “50% lowest F grade policy” to the secondary buildings is needed. Principals will need to talk to their staffs. Teacher opinions about this policy are not consistent throughout the buildings. Also, teachers may have different perspectives due to the grade or track level of students they teach. This policy may look different in middle school than it does at the high school level. Buy in from teachers will be important in grading policies that are established.

Administration will remind teachers of EL Grading Policy.

Portable Classrooms

Concerns about the growing number of portable classrooms and length of time they have been in use at some schools have been discussion topics at recent “Road Show” meetings with Dr. Little. Currently, 26 portable classrooms are in use at the elementary level. Portable classrooms, especially at the elementary level, present problems with security, logistical issues with student bathroom breaks, and interruption of the educational process. Growth within the

school corporation is great, but some families may leave with continued long term use of portable classrooms. Administration plans to meet with a community group on September 29th to discuss ways these needs could be met and a potential referendum campaign.

Testing Security

Bob Bohannon and Vicki Carpenter recently met with Ken Yodick from the Indiana Department of Education concerning test security for standardized testing. IDOE will be quick to penalize schools found breaking rules. One change concerning Test Security and Integrity needs to be discussed in all buildings: "Cell phones are not permitted in the test environment for adults or students." Administration will not require staff to be "patted down;" however, there will be heavy penalties if caught with cell phones during the testing period. Administration and staff in all buildings will need to discuss the logistics of teachers securing student and staff cell phones during testing periods. Neil Linville stated that this information needs to be communicated early and often to parents. Starting months before the actual testing dates, some ways to communicate this message may include ConnectED announcements, student announcements, and Skyward.

Item #2 on *Discussion Points for Test Security Training 2014-15* emphasizes that teachers review test taking strategies and use practice items that align to the standards rather than create "elaborate review materials" that become the curriculum for a period of time.

This year, Administration will place greater emphasis on training for proctoring, collection and storage of test materials. All training sessions and the individuals trained will need to be documented.

State Grant for Homecroft and Winchester

Homecroft and Winchester Elementary Schools received a state grant designated for Title I schools. The award was determined by each school's letter grade during the 2011 school year and teacher rankings during the 2012-13 school year. Effective and highly effective teachers still in the district will be awarded stipends: Homecroft (\$534.98) and Winchester (\$426).

Next meeting October 30, 2014 at 4:10PM