

Tentative Academics Agenda
March 4, 2019

Teresa, Noelle, Cheri, Tom, Emily, Joell, John, Lisa, Noah, Kassie, Molly, Maggie, Jen

1. Transfer Student Transcript Taskforce (Lisa)

- a. We still need to come up and implement with a process to ensure that current students are on track to graduate
- b. We did come up with some other ideas to help students who transfer here.
- c. We also discussed whether we should close admission after a certain time frame in the year. Nothing was decided, but this might be something that we should think about.
- d. Next meeting is on March 19 at 8am

Ideas have been discussed about closing admissions and over enrolling at the start of the school year.

Closing enrollment is legal. It would be a policy. BOD sets capacities, there may be a financial hit. A notification that it is possible should be put out there.

2. Pass/Fail and Medical Absences Taskforce (Lisa)

- a. 4 meetings planned
- b. Joell will bring some samples of the 4 different ways that skyward can grade pass/fail

Hopefully after meeting, some ideas can be brought to the Academic Committee and the teachers.

3. Modified Transcript Taskforce (Emily)

Met Feb. 27, and looked at including some indication of modified classes on transcripts. Looked at legal requirements MDE has. What would this look like at MSA? Can Skyward do this? Yes. Our decision is to include this on a transcript. Teachers will have a separate gradebook for students with modified courses.

Determining how/who, still needs to be discussed.

Can this replace P/F? How are parents informed? How does a student end up on this path?

No meeting date set yet.

What does it mean for students with 504's and IEP's? This is for all students, no matter of their disability. Accommodations are different, not modifications. This is not for a general ed student who is struggling in a class.

The law says this is different.

4. Activities Record Taskforce (Lisa/Noelle)

- a. We came up with a list of activities that should be included - a few meetings ago

- b. One more email will go out this year with a list of all eligible activities, to remind students to double check their activity record. Starting next year, there will be two dates where everything will be correct.
- c. All coaches and advisors will receive a google form and they will identify any criteria that need to be met (attendance, service, lettering) to be put in the activities handbook. Then every student will know what it takes to letter, or have their activity put on their activities list.
- d. All processes will be put in the student activity handbook which will go out this summer. We may have one more meeting to go over the handbook, but it will not be until June.

The task force meetings should be completed.

An email will be sent so juniors and seniors can double check the info. Any mistakes should be brought to Shannon.

What the standards are for each activity to receive this on the activities sheet will be made clear. Formal standards will be set so students can determine if they want this on their activities sheet. Handbook will be ready to peruse in June. Everything will be in place for next fall.

5. WBWF/PD Taskforce (Tom)

We've met the state's requirements for WBWF.

PD task force has held two meetings.

Looking at academic and behavior data. The topic of culturally responsive classroom will be the theme for next year's PD. Mental health and EL, modification/accommodation adaptations will also be hit next year.

6. New Student Academic Handbook (Joell)

Agreements for each grade level are in the process. They will be ready for next school year, but hinge on the decisions of P/F and modified transcripts task forces.

7. Grading Handbook update (Joell) - Make sure you look at the copy that Joell sent to you!

Waiting for P/F and modified transcript task forces to finish. This has been put together by Joell by looking at what has been created in the past.

If a student earns a W from PSEO it is currently deleted from their transcripts.

Questions still exist about withdrawing from a course. How should this look and what should the requirements be?

There is no grade attached to a W at the moment.

Should there be a date after which a student cannot withdraw from a class?

GPA calculation is already in place. Joell sends out the information upon request.

A transcript is different from Skyward, and many families are surprised by this.

Notification of retaking a course has been put in as well.

Course credit recovery procedures have been put in.

When transcripts are available will be added based on timing.

Are we putting all these handbooks together? Yes, online with separate tabs would be the best way. Everything should be in the Parent/Student handbook. These are different sections for one handbook.

There should be live links within the handbook. The communication about how this will look going forward needs to be clear as well.

8. Course Registration Guidebook update (Emily)

Looked at course handbook/guide and wanted to update it. This should simply be the courses, any overlap needs to be in the grading handbook.

Need one spot online where families can find this information.

Need to eliminate some spots on the website.

Updating the course guide is happening now by Emily for 20-21 school year.

She is sending out Google forms for departments to go through the courses to add/remove information. Emily will make final updates.

This should happen Nov/Dec next year. Students register in Jan/Feb for the next school year. It needs to be ready before students register.

Special circumstances regarding courses (offering, enrollment, etc) can be added to this guidebook.

This should be ready by Feb. 1, 2020.

9. Registration Update (Joell)

AP was handled differently this year with the contract. Teachers received this information last week. Due to snow days, the timeline is behind. There will be an update in April.

AP Bio has a wait-list due to 80 students applying. These students have been placed in an order based on grades and timeliness of turning in the AP forms.

10. Which classes have caps on their enrollments? And how are those determined? This might include labs, size of the room, AP requirements and what else? (Cheri)

There is nothing established at the moment. If a teacher has a request for a cap, they need to let Joell know. If a teacher requests a prep after certain courses, they need to ask Joell as well. The schedule is difficult, so not all requests can be honored.

The science department should meet and let Joell know what might work best for them.

Hearing it ahead of time is much easier than after the schedule is set. Joell will let the teachers know when she needs this information. The organized and final course guide will help with this.

Decisions for AP courses was done at the task force based on each teachers needs and requirements.

Joell takes classroom sizes into consideration.

11. Educational Program Policy will need to meet again to look at policies #613-620 to see if we need them to go with policy#616? (Lisa)

This meeting needs to occur based on past decisions. The meeting will be scheduled in March or April.

12. Departments: Don't forget to work on your testing goals
During department meetings this should be covered.

13. Other?
Next Meeting: April 1 8:00 A.M., room 4A