

Academics Committee
April 1, 2019
Academics Minutes

Present (underlined): Emily G., Lisa A., Kassie L., Jenn H-N., Noah L., Molly M., John G., Joell P., Cheri H., Tom J., Jerry S., Noelle H, Courtney H., Hanna K, Teresa W., Donna N., Valerie M., Karen K.,

- Transfer Student Transcript Taskforce (Lisa) Notes will be attached at the meeting
 - A. We went through a few transcripts as a group and each took a few home to through before our next meeting. So we should have all of the seniors completed by April 11.
 - B. We will begin to look at the Juniors in the near future.
 - C. Create a new form so that students can go through the form themselves in advisory and Spanish class as necessary. **Big concern was Spanish because of all the name changes - so do in Spanish**
 - D. Large enrollment of new 9th graders: **(estimate 15 to 20)**
 - 1. Should we increase 6th grade enrollment for the year 2020-2021?
 - 2. Should the BOD have a cutoff date for transfer students? **Hard for students to fit/hard for teachers to get them up to speed when come in late**
 - 3. What other things can we put in place in 9th grade to help them understand the MSA community? **Community building events? Which teachers will be there for all of the those things? Partnering with other 9th Graders; assign a staff member with a student to check in like LINK; create a class that new 9th graders are mandated to take (new 9th graders who don't have band, will have a study skills class)**
 - **Should this be taken on by Academic Committee? Where do we begin?**
 - **Joelle will look at electives and number of students in each; what teachers are available to teach a class**
 - **Open it to all teachers who may want to teach it; there are EAs who are licensed to teach in certain areas; John write job description - send out this week, deadline for application April 12**
- Pass/Fail and Medical Absences Taskforce (Lisa and Joell - the minutes will be included at the meeting)
 - A. We looked at 4 possible ways to weigh Pass/Fail grades and Option 4 seemed to be the best. Option 4 averages the percentages and weights the semesters equally. However, this is not what we use right now. (What should we do for current students who are P/F for this year? - I can't remember if we discussed this?) **We follow Option 1 right now**
 - B. Pass/Failure is currently not calculated in the GPA and will not be.
 - C. Then we decided that **P/F should only be used for TAs** and we use Option 1

because the Modified Transcript makes more sense for students who are gone for medical reasons or come to MSA after the beginning of the year.

D. At our next meeting (April 4 at 8am) we will attempt to figure out how to use a Modified Transcript for Medical Absences.

- Modified Transcript Taskforce (Emily - the minutes will be included at the meeting)
 - What is definition of 'modified'
 - 15% or more in given during Semester, course will be noted as modified on the transcript
 - Next determining the procedure
 - Will include students who start later in the school year
- Activities Record Taskforce (Lisa/Noelle)
Done until June - Shannon is completing some tasks (can't be done until end of year)
- WBWF/PD Taskforce (Tom) - The minutes will be attached at the meeting (Tom not present)
- Course Registration Guidebook update (Emily) - look at it in dept. Meetings, summaries need to be updated; new course descriptions need to be created; email will be sent out for dept. meetings
- 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? (Cheri has sent out the doodle, no one could make it, send out another one)
- New Classes? Is there a process? Does there need to be a process? (Lisa) What is procedure for introducing a new class. It gets discussed at dept. Meetings in December when staff determine what courses they are offering. Sometimes things come up later.
- Departments: Don't forget to work on your testing goals - During department meetings this should be covered.
- Other?
 - Yearbook will be a new class next year (8-12 grade)
 - Presidential awards Excellence 3.5 GPA and above; now a new award is available "Achievement" for students 3.3 - 3.49 grade or higher

Next Meeting: May 6, 8:00 A.M., room 4A