

Citizen Advisory Committee Meeting Notes
October 26, 2020
6:00 p.m.

1) Call to Order and Approval of Minutes.

Meeting was called to order at approximately 6 pm. Minutes from the Sept. 28, 2020 meeting were approved.

2) Roles and Responsibilities of a CAC member

Karen Maxey provided some basic information on the CAC:

- CAC members appointed by the Board; attempt is made for even representation among school districts
- CAC studies issues and gathers/communicates community insight
- CAC provides information to the Board on management issues or plans being implemented by the Board or that are under consideration by the Board
- The CAC may suggest ideas for study to the Superintendent or the Board.

President Sarah Schlieckert discussed CAC roles and responsibilities.

- Can the CAC be provided with a schedule of topics that the Board intends to review? It is important for the CAC to reflect on policies early so that the CAC can provide feedback prior to Board review/discussion and decision. The CAC can therefore act as advisory rather than just hearing about the issues simultaneously with Board review.

CAC members expressed support for more advance notice so that the CAC is better able to reflect and provide information and meaningful feedback. Also for the CAC to have as much information for CAC consideration as the Board is able to provide.

CAC member asked if any CAC action items could be addressed up front in the call to ensure that they were addressed during the meeting.

Outcome is that a schedule of topics for meetings will be provided, as well as any current policy for CAC members to read ahead.

3) Results of Parent Survey

Intent is to survey parents on a monthly basis to check in and see how CCPS is doing. One survey was provided per family. Results are available online at [https://www.boarddocs.com/mabe/calvert/Board.nsf/files/BUJRAS6BD7C6/\\$file/Sept%20Parent%20Survey.pdf](https://www.boarddocs.com/mabe/calvert/Board.nsf/files/BUJRAS6BD7C6/$file/Sept%20Parent%20Survey.pdf). Results are also summarized at the end of these meeting notes.

CAC members offered a number of questions/comments regarding the survey results:

- Was age group of students determined for purposes of responses? A: Not for this survey.
- Is there a baseline with which to compare survey results? A: Perhaps the Climate and culture surveys, where questions align with the questions in this survey.
- Will adjustments be made to the survey for next time? Other questions could ask what parents think of the actual instruction being provided, and whether kids are excelling like they would in person. Will the new survey address feedback on amount of asynchronous work? A: There is an upcoming meeting to finalize questions and these comments will be taken into consideration.
- Do we know how many children aren't participating at all, and will anything be done to try to improve that? A: There were concerns with students logging on and then turning the camera off. There was also weekly data on kids not being heard from, and home visits/phone calls were made to engage the child. Few if any at this point aren't being heard from at all.
- Why is it not required for kids to turn on the camera? A: CCPS likes for kids to do that, though if they are having trouble it can be turned off. CCPS asked for parental support to keep cameras on.
- There may be bandwidth issues with multiple kids and parents working in the home and all online; this virtual learning is much improved from last year.
- Is there a concern re: survey fatigue, and are there other ways to collect the data, e.g., focus groups for different schools? Are there changes that can be made to get information needed from parents? A: We do need a baseline, but we will dig deeper on some of the questions.
- There is a Calvert County Facebook site – perhaps get information out this way to parents who may not understand survey, so that they know how to contact the school. Suggest sending parents the survey results, to let them know someone is looking at them.
- Are teachers also being surveyed? A regular check in with staff would be advantageous and build confidence that teachers are being heard. A: Some principals are doing surveys, and there is an annual survey in the spring. Also, the Calvert Education Association conducted a survey on health and safety concerns. Staff representatives also meet with principals re: health and safety concerns.
- There are issues beyond health and safety, such as the asynchronous work volume, and perhaps teachers could be asked about what work they think the student should be able to do independently.

4) Update on Hybrid Plan

Hybrid plan for pre-K through second grade is scheduled to start on November 9, at the beginning of the second marking period. There will be an A cohort (last names A-K) and a B cohort (L-Z), split approximately 50/50%.

One additional aide will be provided for grade 1, and another for grade 2, for additional coverage and to help with small groups, lunch and recess, hallways, and virtual students.

Morning pre-K is the A group, PM pre-K is the B group. Face to face is always in the afternoon and virtual always in the morning so that all virtual students had a consistent schedule.

Virtual teachers will be assigned; there are approximately 21-36% virtual students, depending on the grade level. The all-virtual teaching was an Americans with Disabilities Act accommodation for teachers, as appropriate. The hybrid teacher teaches in the classroom and at home; cohorts A and B switch each week.

Fridays will be the asynchronous day and used for teacher training, and the marking period will end a few days early so that teachers can do grades and set up their classrooms.

The current plan is for 3-5 graders is to begin the hybrid plan on Dec. 7. Middle school would return in January and high school in January/early February.

There was discussion of how it would work to teach students in class and virtually (A and B cohorts). The teacher is responsible for both virtual and in class students, but class sizes are small. The teacher will not have 25 students (a full class) virtual and 25 students (another full class) at home. There will be document cameras so the teachers can walk around the classroom but still be teaching virtual students. Kids at home will be given tasks to do while teacher works with children in the classroom. Children learning virtually will be able to ask questions. The day is shortened by approximately 1 hour for teacher planning.

CAC members asked questions/made comments about the hybrid plan update:

- Do we know the number of kids returning and not doing hybrid? Is it possible for all of the children to come back? A: Limited by Calvert County Health Dept. rules of no more than 15 persons in the classroom at a time.
- Can hourly workers/others change their mind if the hybrid in-person plan doesn't work with their schedule? A: Yes.
- When will parents be provided with specific information about the hybrid plan for K-2? A: This coming week; letters may go out Thursday, 10/29.
- Were there situations where schools didn't have enough all virtual students? A: Virtual teachers sometimes have a class from 1-2 elementary schools, and students from those schools share that teacher.
- How will it be known if a school will need to return to all virtual? A: Follow guidance from the Calvert Health Department. There is no clear metric yet. Data will be taken into consideration in making the decision; and the Health Department is looking at cases day to day and making decisions.
- A metrics is needed so that parents can anticipate a return to all-virtual.
- Board Member Balinski commented on the metric of under 15 new daily cases per 100,000 people and a positivity rate below 5%. Maryland provides reporting by counties, and she is observing neighboring county and Calvert County rates. She indicated that Dr. Polsky of the Calvert County Health Department may have different numbers, and that Maryland was one of the few states that has maintained a relatively low rate of new cases.
- Board Member President Claggett indicated that they would invite Dr. Polsky to the next Board meeting to find out what the County Health Department is looking for that would cause a closure, if we hit "xyz", to give the community guidance.

5) Future Presentation Suggestions

Suggestions for future presentations included any policies that may be coming up for review. CAC was asked to share any topics it was interested in pursuing with Mr. Curry and the Board. It was recommended that CAC members also watch the Board meetings to stay informed. The next Board meeting is scheduled for Nov. 12. The next CAC meeting will be on Nov. 23.

Meeting concluded at approximately 7:30 pm.

Blended Learning: How are we doing? Survey Summary

- Respondents: Out of 14,963 enrolled students, there were 6042 respondents for a 40.4% response rate. 589 students currently have face to face instruction; response rate for those students was 3.9%.
- Schoology: Approximately 72.5% agreed/strongly agreed that activities in Schoology were well organized/easy to navigate.
- Synchronous lessons:
 - Approximately 92% agreed/strongly agreed that their child was able to access the live synchronous lessons.
 - Approximately 59% agreed/strongly agreed that the live online sessions engaged their child in learning.
 - Approximately 78 percent agreed/strongly agreed that the child's teacher makes good use of application time (small groups, etc.)
- Lesson recordings: Approximately 27% agreed/strongly agreed that the child has used the recordings to support learning outside the school day. Not as much concern with a lower percentage here because some may not need to use them.
- Asynchronous learning: Approximately 60% agreed/strongly agreed that their child is able to complete the asynchronous learning activities independently. [Noted that some feedback was received on the amount of asynchronous work being too high/overwhelming.]
- Teacher/staff responsiveness:
 - Approximately 85% agreed/strongly agreed that the teacher was responsive to questions from the student.
 - Approximately 76% agreed/strongly agreed that the teacher was responsive to questions from the parent/survey respondent. [Noted that some parents/respondents may not have needed to contact the teacher.]
 - Approximately 56% agreed/strongly agreed that school staff was responsive to questions from the parent/survey respondent. [Noted that 40% responded unsure, N/A.]
 - Approximately 35% agreed/strongly agreed that help desk met the child's needs. [Noted that 50% responded unsure, N/A.]
 - Approximately 54 percent indicated that the teacher contacted the parent/survey respondent about the child's progress. Mode of communication was primarily email or phone and email.
- Face-to-face instruction:
 - 9.84% of total respondents answered Y.
 - Approximately 83% always/usually satisfied with the safety protocols put in place.
 - Approximately 74% report that their child always/usually enjoys being back at school.
 - Approximately 81% responded that the instruction is always/usually beneficial.
 - Approximately 79% indicated that the social emotional support is always/usually beneficial.
- Respondent comments (kudos): Teachers are doing great, are responsive and engaging. Recorded lessons are helpful. Online learning is working – continue. Online learning has been ok/not ok – kids need to be back in school.

- Responsive comments (challenges): Too much asynchronous work/work generally, and technology issues make learning challenging. There are safety concerns with returning kids to school. Need to get kids back in school online learning is difficult for youngest learners.
- Actionable comments: Need better way to track assignments in Schoology. Need to make sure all teachers are recording; teachers need to monitor work assigned to avoid overload; potential strategies presented for easing parent workload.