

## Meeting Minutes

# Calloway County High School

SBDM Council – Special Called Meeting

Location: CCHS LMC

Date: January 26, 2022 Time: 3:30 p.m.

### **I. Call to Order:**

The meeting was called to order at 3:45 p.m. Members present were Mrs. Byford, Mr. Covington, Mrs. Fritsche, Ms. Hoback, Mr. King, Mr. Larkin, and Mrs. Walls.

### **II. Pre ACT Discussion**

Mr. King had originally planned for two different Pre ACT days to administer the test. After missing school and using NTI days, he wants to just use one day and interrupt class time as little as possible. On February 8, 2022, Mr. King said that all 9<sup>th</sup> and 10<sup>th</sup> grade students will be taking the Pre ACT. All 11<sup>th</sup> grade students will be reviewing with a core content teacher for the ACT. 12<sup>th</sup> grade students will be going to tour either WKCTC or MSU. Ashley Fritsche asked if 12<sup>th</sup> grade students would be allowed to stay back and review for the EOP if they are eligible to take it. Mr. King agreed that would be okay. The test should take around 3 hours and Guidance will be sending out details for teachers.

### **III. Develop Honors Course Policy**

The council met to develop an Honors Course Policy. Some things to consider are what to do if 31 students request a class and how a decision to place a student in a regular class versus an honors class would be appealed. As a council, we want student to be challenged if they chose to be so we want to find a way to make it happen. We will also set an appeal process in the policy to help with any issues. Mr. King pointed out that it is very important that departments give updates to Mrs. Rydecki and Mrs. Neal when they ask for them. Guidance is wanting to update the Curriculum Guide but departments are not responding to their emails.

We used the Honors Course Policy that was submitted by the Curriculum Committee as a guide and came up with the Honors Course Policy listed on the next page.

## Honors Course Policy

Calloway County High School feels strongly that students who want to challenge themselves with rigorous courses should be encouraged to do so and our school should make every effort to accommodate those requests. Any student or parent may request students to be admitted to an honors, advanced, accelerated, or Advanced Placement course (hereafter referred to as "honors courses") with placement pending meeting the Honors Course Policy as outlined below.

1. Student placement in the honors course will be dependent upon that course's pre-requisites, as noted in the most recent curriculum guide. These pre-requisites can include a minimum grade requirement and/or teacher recommendation.
2. Teachers will continue to make honors course recommendations, in consultation with students and parents.
3. Transfer students will be admitted to honors courses based on student and parent requests for honors courses in conjunction with transfer grade records from the previous school and will also be subject to class availability.
4. If more than 31 students sign up for an honors section, additional sections will be created and dispersed as evenly as possible to accommodate student requests for honors courses.
5. Students will not be required to complete summer work for honors courses. Teachers may provide optional review work, at the teacher's discretion, but it will not be required for students to complete.
6. Students and their parents who meet the pre-requisites for honors classes will be notified by the recommending teacher of the following Honors Course guidelines:
  - a. Students are not guaranteed a specific grade in an honors course.
  - b. Student attendance is of utmost importance. Students should refrain from scheduling unnecessary appointments during honors classes and keep all absences and tardies/early checkouts to a minimum. These absences exclude approved EHO's and school-related field trips.
  - c. Students who missed more than 10% of a previous year's school days may not be eligible for placement in additional honors classes.

Appeals to this policy should be made to the Principal. Upon receiving, the Principal will convene an appeals committee composed of an SBDM Parent, an SBDM Teacher and the Chair of SBDM to discuss the appeal with the parent and student.

This is the first reading of the Honors Course Policy. We will have a second reading at the next SBDM meeting.

### IV. Adjourn

Mrs. Byford made a motion to adjourn. Mrs. Hoback seconded the motion and the council adjourned at 4:52 p.m.