

ECA Instructional Council Minutes

Date: Friday, 2-4-2022

Time: 2:00pm to 3:30pm

Location: Virtual, (Google meet code: sun-mhrk-oxz)

<p>Topics</p> <ul style="list-style-type: none"> ● Approve minutes from 1/7/22 (5 min) ● Admin Info Session (15 min) ● Open Forum (15 min) ● Old Business (15 min) <ul style="list-style-type: none"> ○ Adding some information about IC with notes that are on the website. ○ CB Suites update ● New Business (15 min) <ol style="list-style-type: none"> 1) Concerns about the Student Survey especially in light of the fact that admin plans to have students complete this a second time. 2) Concerns about how pre-registration was conducted during advisory periods e.g. lack of training of advisory teachers, lack of clarity on questions pertaining to number of credits needed, etc. ● Closing 	<p>Members: Pat Arguelles, Diane Thomas, Gabino Noriega, John Glaser, John Potter, Mark Walker (absent), Paty Carreón, Shanel Fretwell (absent) , Lorena Glaser, Tracie Bartlett, Bailey Rowe, Demian Armstrong & Mark Mulroy, Pam Christison</p> <p>Facilitator: John Potter/Pam Christison</p> <p>Time Keeper: John Potter</p> <p>Note Taker: John Potter</p>
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<p><u>Staff Norms:</u></p> <ul style="list-style-type: none"> ● Arrive on time. ● If you are late, come in quietly. It is your responsibility to get caught up. ● Equity of voice. ● Be respectful with technology. ● Bring your charged laptop. Use technology to enhance our time together.

Schedule [90 minutes]

Time	Minutes	Activity
	15	Admin update: Transformer replacement scheduled for March 17-25. This would require TWO DAYS of remote instruction (Synch/Asynch) on Thurs. 3/17 and Fri. 3/18. Seeking input from Instructional Council on logistics, challenges and benefits. The alternative is canceling classes for those two days, and making them up after Memorial Day.
2:04 PM		Meeting called to order
2:05	10	Mr. Potter does a quick review/presentation on how to get items on the agenda. All IC members have access to edit the IC Agenda/Minutes through Google Drive in the “Shared with me/IC Agendas/2021-2022 SY,” folder. Each IC member has editing privileges and can add to the document at any time. You can add it as a new business or as an open forum item, whatever you see fit. Keeping in line with our previously discussed

		deadlines, please try not to add an item the day of, unless it's an emergency. The second way is to email me and I'll get it added.
2:15	5	Mr. Potter inquired about a statement for the ECA website to accompany the uploaded IC notes. There were no preferences or suggestions given and therefore through executive decision an informational statement will be drafted and put on the website. This will be done drawing on examples already in the district.
2:20	15	<p>Administration time: proposed item</p> <p>Admin update: Transformer replacement scheduled for March 17-25. This would require TWO DAYS of remote instruction (Synch/Asynch) on Thurs. 3/17 and Fri. 3/18. Seeking input from Instructional Council on logistics, challenges and benefits. The alternative is canceling classes for those two days, and making them up after Memorial Day.</p> <p>After discussing the possibilities, the following conclusions were drawn.</p> <ol style="list-style-type: none"> 1. Nursing will have some issues with missing 2 days of in person learning. In order to be certified as a nurse a certain amount of hands on hours are required and this proposal puts that in jeopardy. A possible solution is going to be discussed with Ms. Weatherford and Administration. 2. CEC instructors also expressed concern about the missing hours, as they would not have the opportunity to make them up at the end of the school year. Mr. Arguelles said there was a possibility to add those days on to the end of the CEC year which ends earlier than ECA. That proposal would require some assistance from the local high schools that send us the students and has not been finalized. 3. Parent representative, Ms. Christison, thought parents would appreciate their students being provided Asynchronous lessons for the two days. 4. A possibility of doing a Service Learning Day was also discussed. Some teachers thought they might be able to do a Service Learning Project. However, there are some concerns, for example current Covid restrictions, time needed to put it together and who could participate. 5. The IC committee reached consensus on the following: <ol style="list-style-type: none"> a. March 17th and 18th will be Asynchronous learning. b. Teachers will be able to assign content that best meets the needs of the class. c. Ms. Thomas and Mr. Potter will meet to discuss parameters for the Asynchronous lesson and possible alternatives, for example a Service Learning Project.

2:40	15	<p>Open Forum:</p> <p>Speaker:</p> <p>Lorena Glaser, discussed the need to offer afternoon core classes at ECA. Some languages at ECA/CEC are only offered during the first session. Students that wish to take those languages are faced with the prospect of taking online courses to meet core requirements. This not only affects the regular education students at ECA but also the ECA special education students that are in Mr. Armstrong's 2X CEC class.</p> <p>Although not yet a major problem, administration is working on a solution, which would involve offering some of the ECA core classes during the afternoon, (5th/6th). This would involve reallocating or acquiring additional FTE and is under consideration.</p>
3:00	5	<p>Old Business:</p> <p>CB Suites update</p> <p>The Math Department is currently still working on the test corrections, which is the only thing in progress.</p>
3:05	30	<p>New Business:</p> <ol style="list-style-type: none"> 1. Ms. Bartlett's PLC had expressed concerns about the most recent student survey. Some comments, which were provided to the entire staff, were considered to be hurtful and unnecessary. With another survey coming in the spring, some concerns were expressed as to how the data would be handled. Administration expressed the rationale for the survey. It was about giving students a voice to express themselves in a meaningful way. It was also about using it as a tool for community engagement. After some discussions the following proposals were made. <ol style="list-style-type: none"> a. The survey will be administered without a comment section. b. The survey will be administered and comments will be filtered, by Administration and the IC, before release to the staff. c. The survey will be administered and the administration will do whatever they wish in regards to sharing the data. d. This is not an IC issue and therefore shouldn't be addressed in this forum. (Just FYI, this survey was discussed and constructed in the Oct. IC. The notes do not reflect any concerns about the validity of the topic then.) <p>The proposals were tabled until the next meeting, during which time Mr. Arguelles and Mr. Potter will meet to discuss specific issues regarding this.</p> 2. Ms. Bartlett's PLC had expressed concerns about the most recent registration conducted during advisory. The group felt there were technical issues with the process and questions they could not answer.

		These concerns were prevalent throughout the advisories. Most technical issues were resolved by the second session of registration. It was also suggested that more training would be provided in future sessions to help better prepare advisors.
3:35		Meeting adjourned: Next meeting 2/18/22 2:00 PM

REFLECTION

Time:	
PLUS (What went well? What progress did our IC team make?)	Delta (What still needs work? What is yet to be decided?)
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Next IC meeting: Fridays 2/18/22