



## EIC Agenda and Minutes for 8/7/23



**Action Items for IC members: At Risk Funds, Advisory Schedule, Other Schedules,**

**Topics: IC Roles, Protocol and Contract Language Review, Calendar (Days off), Cell Phone/Tardy Policies, Duty Stipends**

**Attendees: EIC Members  
Chair: Patrick McElwee  
CoChair: Chelsea McCoy  
Acting Secretary: TBD**

**Schedule 60 minutes**

### Meeting to Order

Time	Minutes	Activity
7:30-7:40	10	<ul style="list-style-type: none"> <li>● Call to order               <ul style="list-style-type: none"> <li>○ Introductions</li> <li>○ Protocol and Contract Language Review: <a href="#">EIC Protocols</a> <ul style="list-style-type: none"> <li>■ Look over protocols in your own time, and review what needs to be changed - specifically meeting times and dates and representative information</li> </ul> </li> <li>○ Look over VV IC Doc? <a href="#">VVHS IC Protocols</a> <ul style="list-style-type: none"> <li>■ Look over VV's protocols in your own time - should we adopt any of these protocols for our own IC? Are there aspects of this that you like?</li> </ul> </li> <li>○ Advisory Plan               <ul style="list-style-type: none"> <li>■ Advisory committee is still running and needs more members - please inform your department that this committee is still running</li> <li>■ Funds are not guaranteed</li> </ul> </li> </ul> </li> </ul>

### Decision Items

Time	Minutes	Item
7:40-7:45	5	<ul style="list-style-type: none"> <li>● IC Roles: Chair/Facilitator, Co-Chair, Secretary/Notetaker               <ul style="list-style-type: none"> <li>○ Chelsea and Patrick will be Chair this year (until Chelsea has to leave)</li> <li>○ Reid Figel will be Co Chair</li> <li>○ Note -taking will rotate every meeting</li> </ul> </li> </ul>
	5	
	5	
	15	
	10	
7:45-7:50		<ul style="list-style-type: none"> <li>● IC Meeting Dates/Times</li> </ul>

7:50-7:55		<ul style="list-style-type: none"> <li>○ <b>IC will meet first and third Wednesdays at 7:30 - 8:30 in the admin conference room</b></li> </ul>
7:55-8:10		<ul style="list-style-type: none"> <li>● Other Schedules <ul style="list-style-type: none"> <li>○ Assembly schedule on block days - current schedule has lunch running past 2 p.m. -</li> <li>○ Concerns: late lunch, assembly running over, not having a 30 minute duty - free lunch</li> <li>○ <b>Consensus: Move lunch up to before 4th/5th period</b></li> </ul> </li> <li>● At Risk Funds <ul style="list-style-type: none"> <li>○ Admin: Would like dean position for 9th grade to be filled - are the SAT chair, and can do restorative practices <ul style="list-style-type: none"> <li>■ Dean position is already implementing restorative practices</li> </ul> </li> <li>○ Counseling: Would like a restorative practice person, or restorative practices be more integrated into the dean position</li> <li>○ English: Would like a person who would do both the dean position and the restorative practices</li> <li>○ Science: Class load should be lessened - need to prioritize small class sizes especially in the lab classes <ul style="list-style-type: none"> <li>■ There is some money in the at-risk funds to lessen class loads</li> <li>■ However, it will be difficult to add in more classes due to scheduling conflicts</li> <li>■ Still possible to lessen science classes</li> <li>■ Maybe we should pursue grants</li> </ul> </li> <li>○ Social Studies: Would like to see a restorative justice person that focuses on all grades, not just freshmen - and would like to see a restorative center on campus that focuses on implementing restorative practices</li> <li>○ PE: Dean position should be prioritized as the school year begins</li> <li>○ <b>Consensus: Dean position and the restorative practice person be combined into one position</b></li> </ul> </li> </ul>
8:10-8:20		<ul style="list-style-type: none"> <li>● Advisory Schedule <ul style="list-style-type: none"> <li>○ Fine Arts: Would like to keep shorter advisories</li> <li>○ CTE: Shorter - unless receiving more guidance</li> </ul> </li> </ul>

		<ul style="list-style-type: none"> <li>○ PE: Shorter - still able to build relationships in this time</li> <li>○ Math: 20 minute advisory (adding 2 minutes to each class plus 1 minute more for passing period after lunch)</li> <li>○ Students: 15 - 20 minutes</li> <li>○ Science: adamant about 15 minutes, should prioritize classroom time</li> <li>○ MCL: shorter periods</li> <li>○ Social Studies: 35 minutes, but ok with shorter</li> <li>○ <b>Consensus: 20 minute advisory as proposed by the Math department.</b></li> </ul>
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**Items to Bring Back to Constituency Groups**

Time	Minutes	Items
8:20-8:25	5	<ul style="list-style-type: none"> <li>● Calendar <ul style="list-style-type: none"> <li>○ Stick with standing policy</li> <li>○ If there is no school on Monday - there is no C day</li> <li>○ If there is no school on a block day, that block day gets moved to Monday (example if there is no school on Friday - Monday becomes as A day)</li> </ul> </li> <li>● \$20,000 left in at -risk funds. Admin requesting funding for camera monitoring and lunch detention through discretionary funds</li> </ul>

**Adjournment**

Time	Minutes	Item
	5	<b>Brief Recap, Review Minutes Reminder and Thank yous.</b>

**Next meeting: 8/23**

<b>Attendance:</b>
Administration: Juan Dominguez-Torres, Rachel Weihe, Angela Adcox, Paul Burrows

ATF Rep: Patrick Mcelwee (Chair)  
Social Studies: Chelsea McCoy (Co-Chair)  
CTE: Aaron Orosco  
Math: Rachel Godwin  
Language Arts: Maria Robinson  
Science: Eric Holmes  
MCL: Israel Ibarra  
Fine Arts: Emery Edwards  
PE/Health: Reid Figiel  
Special Ed/Gifted: Cherie Sartori  
Counseling: Lori Montoya  
Parent Rep: TBD  
Student Rep: Haley King-Mead  
**\*\*Highlight in Yellow = ABSENT\*\***