



EIC Agenda and Minutes for 11/15/23



Action Items for IC members: Tardy Policy

Topics: Cell Phones, Announcements, How to address our priorities effectively.

Attendees:EIC Members
Chair:Patrick McElwee & Chelsea McCoy
CoChair: Reid Figiel
Acting Secretary: Israel Ibarra

Schedule 60 minutes

Meeting to Order

Time	Minutes	Activity
7:30-7:35	5	<ul style="list-style-type: none"> Call to order

Decision Items

Time	Minutes	Item
7:35-7:45	10	<ul style="list-style-type: none"> Tardy Policy https://docs.google.com/document/d/1wDglH0HC4O-8i0S9PAGkxTXn6YWO4vZXA0BVmNHxlzU/edit <p>See tardy policy as proposed by Juan Dominguez-Torres. PE and MCL seem okay with this policy. We need to reach consensus as EIC. Admin advocates for a layered system for consequences. Some contact needs to be logged in to Synergy before admin referral. (Figiel) Can students be notified automatically through Synergy (phone call) for each class period a student is absent? This would lighten the weight for teachers. Juan Dominguez-Torres will look into it at his next principal meeting.</p> <p>Concerns from Social Studies: We've tried tiered systems before (Google form, for example). Not enough expediency from admin in the past. However, they're willing to try a new system. How is the attendance team being run, especially regarding EWS (Early Warning Systems)? (Jessica) Attendance contracts,</p>

		<p>contacting students. She’s getting familiar with resources available regarding EWS. There has been an attendance team, but it hasn’t gained much traction due to lack of district directives. (Juan) We’re trying to control what we can, and reach 80% of students.</p> <p>The Math department had the same concerns as Social Studies. However, contacts do not have to be made for every single tardy, there only has to be one contact logged in before a referral is made. Implementing a tardy bell (one minute before class starts?). Lack of staff hinders the notion of tardy sweeps (rounding up students who are late and have them call their parents).</p> <p>(Science) Can reports be run through Synergy to better identify students who are constantly tardy, instead of putting the burden on teachers, to keep track (before referral) of these students? What about students who wander for 20 minutes in the hallways or bathrooms? Is there a system to sweep these students?</p> <p>Counseling: Can there be a school-wide, electronic tardy pass? Other schools implement that, but there have been some (unspecified) issues with that system before and it may create more work for teachers. School-wide consensus regarding tardy policies would be the best-case scenario.</p> <p>Consensus Achieved for: Tardy policy (as proposed by Juan) will be revised to specify teachers only need to contact once before referral. Tardy referrals would go to grade level AP. (Israel) Share email templates to send parents with EIC regarding students who are tardy.</p>
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Discussion Items

Time	Minutes	Item
7:40-7:45	5	<ul style="list-style-type: none"> ● Announcements <ul style="list-style-type: none"> ○ Pledge Is State Law (as a school) ○ Ideas? Not on Schedule

		Look into ways to speed up announcements or make announcements shorter. Another suggestion is for students to pre-read announcements to avoid mistakes and to make the reading of announcements faster.
7:45-7:55	10	<ul style="list-style-type: none"> ● Cell Phone Policy <ul style="list-style-type: none"> ○ Do we want a school wide baseline/expectation? <p>EIC consensus that there should be a school wide, baseline expectation that supports the district policy of NO devices upon entering classrooms and students may only use them at the teacher's direction and discretion.</p>
7:55-8:25	30	<ul style="list-style-type: none"> ● Developing Instructional Goals <ul style="list-style-type: none"> ○ Communication/Flow, Timeline ○ Revisit Eagle Code and EHS Vision & Mission (Review Department Feedback from Meeting) <ul style="list-style-type: none"> ■ Report out on Department Chair ○ "Graduate" Profile ○ Retreat
Adjournment		
Time	Minutes	Item
8:25-8:30	5	Brief Recap, Review Minutes Reminder and Thank yous.

Next meeting: 12/06

Attendance:
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/ Adrienne Royce Science: Eric Holmes MCL: Israel Ibarra Fine Arts: Emery Edwards

PE/Health: Reid Figiel
Special Ed/Gifted: Cherie Harris
Counseling: Lori Montoya/Kelsea Martinez
Parent Rep: TBD
Student Rep: Haley King-Mead/Helena Dambmann
****Highlight in Yellow = ABSENT****