



EIC Retreat Agenda and Minutes for 7/31/24



Action Items for IC members: IC Retreat Goals, Additional At-Risk Funds (0.4 FTE), Beginning of Year PD

Topics:

1. Activities Presentation: Mancuso
2. Leadership Priorities: Torres
3. **Collectively establish 3 IC Goals to work towards this school year.**

Attendees:EIC Members

Chair:Reid Flgiel

CoChair: TBD

Acting Secretary: Patrick McElwee

Schedule 180 minutes

Meeting to Order

Time:	Minutes	Activity
9:00-9:30	30	<ul style="list-style-type: none"> ● Call to order - <ul style="list-style-type: none"> ○ Welcome Back ○ Chris Mancuso Activities Presentation <ul style="list-style-type: none"> ■ Introduce Victoria St. John as Student Body Rep ■ Important Dates for 24/25 School Year Specific to Activities: https://docs.google.com/document/d/1AcAcIqkY1stt4hNqKPSfQjmVUepL2u5wgszU3rq6bg/edit?usp=sharing <ul style="list-style-type: none"> ● Open house has changed in format to allow parents to stop by as they please during the open house time. ● Please look at TBD dates for future IC meetings ● Discuss “Choice Matters” assembly on September 27th with departments. This would mean moving C day to that Friday. Chris will send more detailed information. ● Please look over for approval and any “red flags” or important dates that were overlooked etc. <ul style="list-style-type: none"> ○ Science: Having assemblies on C days as much as possible is desirable ○ This could be formally decided in IC ● State Championships and other major accolades will be celebrated during lunch pep rallies ASAP

Decision Items

Time	Minutes	Item
9:30-10:00	30	<ul style="list-style-type: none"> ● Leadership Priorities - Mr. Torres <ul style="list-style-type: none"> ○ Student Support Systems <ul style="list-style-type: none"> ■ EWI (Early Warning Intervention) Jessica works on this. There is a new Wellness Room person that will also be involved in this work. Additionally, admin, counselors and the nurse will work with targeted groups of students. ■ Full Implementation of Cell Phone Policy <ul style="list-style-type: none"> ● Clarification for how this is presented in handbook. ● District Policy: https://www.aps.edu/about-us/policies-and-procedures/procedural-directives/j.-students/student-acceptable-use-of-personal-electronic-devices <ul style="list-style-type: none"> ● Juan will update and communicate ■ Full implementation of Tardy Policy. ■ Dept. Chairs Focus on formative assessment and instructional rounds ■ Differentiation and Engagement strategies will be another foci for staff meetings and possibly PLCs ■ Vertical articulation between Eldorado and feeder schools ■ English: How do we ensure that the Wellness Room is not viewed as a disciplinary space. Admin: The intent is not for this to be a punitive space in any way and instead the idea is to be proactive in helping students find and utilize this space. There has been underutilization of this space and it is important for it to be accessed more regularly. Q: How will confidentiality be preserved? A: We will continue to maintain and implement the previous protocols. The intent is to engage students who utilize this room in a more proactive way.
10:00-10:15	15	
10:15-11:45		<ul style="list-style-type: none"> ● Back to School Professional Development Plan <ul style="list-style-type: none"> ○ This has been emailed to staff ● Tutoring Plan <ul style="list-style-type: none"> ○ Testing Coordinator Position has been vacated. ○ Suggestion is to free up another .4 from At Risk and Fund Dean position differently. This would mean a total .8 is reverted back to At Risk. Ideas:

		<ul style="list-style-type: none"> ■ .4 = \$37,253: Professional Development (10K); Stipends (15K); Classroom Supplies (12K) ■ Additional .4 = \$37,253 Ideas? Review Budget Priorities Doc? IC Department Budget Priorities; Perhaps Tutoring, additional funding to keep library open longer ○ English: Supports this idea. Funding Peer tutoring. Let's form a tutoring committee. That group could map out the parameters for this. Ad Hoc idea is unlikely to work. ○ PE: Agrees other departments support. There needs to be consistency. ○ Parent Rep: How are we choosing tutors if there are more people interested than positions available. Momentum could build and we might need to shift funding. Every core subject should have a tutor each once or twice each week. First step reach out to teachers who have previously indicated commitment. A committee may not be necessary. ○ Admin: How are we going to structure this? Would like some guidance and transparency about how to structure this. <i>SHOULD BE DECIDED NO LATER THAN August 21</i> ○ Special Ed: If there is a committee there should be some stipend. ○ Discuss within First PLC: Who is interested, what times, what days, what subject. OR Link during PD. ● Duty/Monitoring Time Plan <ul style="list-style-type: none"> ○ Admin: AM/PM volunteers could be helpful. PM has the most need. Just being a presence in and around our buildings is the best way to go at this point. We don't need a particular area heavily staffed. ○ Science: There might be a need for people to be stationed at gates ○ English and MCL: Morning duty would be helpful ○ ATF Rep: We can revisit this decision at any point. A more comprehensive plan might need to involve a committee. ○ Math: Agrees with the need for morning duty. ○ If you are interested in morning duty reach out to Admin ○ Current plan is to have 3:25 - 3:40 as 15 min duty time. ● Additional At-Risk Funds (0.8 FTE) - Mr. Torres <ul style="list-style-type: none"> ○ It is the responsibility of the IC to work in collaboration with the staff to set priorities for discretionary funds or at risk in
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the school's budget and in developing and overseeing the implementation of a budget that places resources where they will effectively support the school's goals.

- **Collectively establish 3 IC Goals to continually work on for 2024/2025 school year.**

Criteria for these goals:

- Should have a major impact on instruction
- Feasible within the parameters and constraints of APS policies and procedures
- Should be measurable
- Must adhere to Negotiated Agreement (aka Contract) language:
 - ICs are empowered to address school issues that fall within the scope of **instructional improvement**. The scope **includes but is not limited** to school duty schedules, substitute and coverage plans, and school discipline policy and procedures.
 - Gather both qualitative and quantitative data to inform decisions made within the scope of instructional improvement.
 - It is the IC's responsibility to work collaboratively with the whole staff to decide the content of professional development.

Essential Question - **How can we leverage our work to establish strong systems of support for all of our students at Eldorado?**

- **Math:**
 - **Supports vertical articulation with middle schools and promoting Eldorado**
 - **Supporting Math Club and other groups on campus that can also connect with feeder schools**
 - **Supports increased parent communication and involvement. Including more consistent grade entering. Transparent and consistent communication with parents.**
- **English:**
 - **Make use of district purchased programs (like Paper)**
 - **Heavily pushing attendance for success, response to massive increase in very late tardies and absences throughout the school year.**

		<ul style="list-style-type: none">○ Addressing technology use and abuse in the classroom○ Don't Forget about Jackson Middle School● Science:<ul style="list-style-type: none">○ Supports vertical articulation by having collaboration times with Middle Schools. Connect with students and also Teachers● Social Studies<ul style="list-style-type: none">○ Has actively engaged feeder schools, students and teachers, with great success.○ For this to be successful, departments need to support each other and their students participating in these efforts.○ More co teaching within department and possibly cross-curricular co teaching (including inclusion types of collaboration). Revive "Pineappling".○ Reconnecting to the true purpose of Advisory● CTE:<ul style="list-style-type: none">○ Tardies and cell phones effectively addressed○ Better use advisory, actually show up (juniors and seniors as well).○ Supports community building, related to parents as well.● MCL:<ul style="list-style-type: none">○ Supports co-teaching/pineappling○ Supports feeder outreach and vertical articulation efforts○ Possibly having student ambassadors for the program○ First parent contact should be positive● Fine Arts:<ul style="list-style-type: none">○ Interested in vertical articulation: Traveling combo fine arts assembly that goes to feeder schools.● PE:<ul style="list-style-type: none">○ Reaching out to feeder schools. Promoting Eldorado and making our school their no. 1 choice.
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		<ul style="list-style-type: none">○ Make school the “place to be”. The place where they engage with others.○ How can we increase parent involvement? Doing this can help support our students.○ Making school important again.● Special Ed.<ul style="list-style-type: none">○ Continue to build relationships within the community and strengthen relationships with work based learning○ Build gifted program○ Supporting regarding accommodations● Admin:<ul style="list-style-type: none">○ Support students and create peer mentoring opportunities esp. For upper classpeople.○ More regular phone communication from parents. Not just emails. Support and framework to help teachers with this.○ Revamping Advisory, spending some quality time investigating how this can best work which could be a year long project. Have different models explored and discussed as a school (through IC) to implement. Also, look internally at what is working.○ Addressing AI: How can we use this as a tool effectively in our classes?● Counseling<ul style="list-style-type: none">○ Parent communication and involvement○ More communication between counseling and teachers○ Being more involved/visible and present○ Educating staff about different aspects of counseling roles○ Informing regarding resources (Wellness Room, tutoring etc.)○ Providing information about new course requirements for incoming Freshmen (25/26 school year)● Student Body● Parent:
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		<ul style="list-style-type: none"> ○ Get parents involved for more than just talking to them. ○ Training students to talk with your teachers about difficulties in class. Teach students to advocate positively for themselves. Change the giant “leap” in communication that happens. ● Union: <ul style="list-style-type: none"> ○ Supporting Standards Based Teaching and Learning ○ Incorporating more CTE types of programs and developing assessments/lessons that are actual demonstrations of learning. Possible Capstone, in some cases project based learning ○ Utilizing IC as a bridge of communication for Staff feedback to the district <p>After discussion possible goals (can be modified):</p> <ul style="list-style-type: none"> ● Vertical Articulation Options <ul style="list-style-type: none"> ○ Throughout the year each department will visit each feeder school once in the fall and once in the spring. ● Revive/Revamp/Redo/Reset Advisory <ul style="list-style-type: none"> ○ By the end of the 24/25 School year create a researched and experience based plan for increased participation, attendance, engagement and rebranding of Advisory.
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Discussion Items

11:45-11:55	10	<p>Item</p> <ul style="list-style-type: none"> ● New Staff Orientation - Reid Figiel <ul style="list-style-type: none"> ○ Quick double check for interest ○ Still communicate with Reid if there is interest
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Adjournment

Time	Minutes	Item
11:55-12:00	5	Brief Recap, Review Minutes, Reminders and Thank yous.

Next meeting: August 7, @ 7:30 AM

Attendance:

Administration: Juan Dominguez-Torres, Angela Adcox, Paul Burrows, Cory Donley

ATF Rep: Patrick Mcelwee (Chair)

Social Studies: Kenneth Ortega & Jake Weber

CTE: Aaron Orosco

Math: Rachel Godwin

Language Arts: Adrienne Royce & Dr. Lawton

Science: Eric Holmes

MCL: Israel Ibarra

Fine Arts: Emery Edwards

PE/Health: Reid Figiel

Special Ed/Gifted: Cherie Harris

Counseling: Kelsea Martinez

Parent Rep: Sean Thomas

Student Rep: Victoria St. John

Highlight in Yellow = ABSENT