

ILT Minutes
March 7, 2018

Present: Barringer, S., Bess, S., Boyd, R., Brandicourt, A., Chambers, J., Daniels, S., Gray, J., Harsh, R., Hart-Thompkins, J., Kontsis, G., LeBorgne, E., Ligon, T., W. Nashid., Perdrix, M., Pogoni, S., Restle, K., Smith, B., Smitson, J., Stewart, J., Wolfe, D.

Meeting started at 2:49 p.m.

Review & accept the minutes from February:

Smith motioned to accept the February 2018 ILT Minutes. Add Tara Ligon to attendees present.

Motion seconded by Smitson.

Motion passed: 16 in favor, 0 opposed, 0 abstained

Special Order of Business

None

Old Business:

Originator

Change requirements for seniors – take to departments to discuss: Wolfe/Sweeney

Perdrix states the Social Studies department has a running list of questions in need of clarification with regard to changing the requirements for seniors. Questions are: Will students' eligibility for extracurricular activities or sports be affected? How will this affect the master teaching schedule? What will this do for the number of electives currently offered? What are the possible ramifications? Barringer states the Library department votes "no" to change requirements for seniors. Canter states the Fine Arts department agreed to change as long as seniors meet the state requirements for graduation. The English department (Wolfe), Science department (Pfeiffer), and Latin department (Thomas, E.) all agree to change the requirements for seniors as long as everyone is meeting state standards and hours required for graduation. Schneider states that the Math department questions the state requirements for graduation: are we rising to the minimum? Does a Walnut diploma represent just the state minimum requirements? Schneider sees Walnut students (including seniors) as rising higher than the state minimum, but agrees students should experience options that will complement their coursework. Other members worry about students' mental status. Cabrera shares that Walnut Hills students are required to take five courses during their senior year. Other concerns are for those seniors who have limited courses to meet the graduation requirements and the expectation to be at school for one period a day. Brandicourt shares that the limited courses allow students to have experiences outside of the school building, but also add to their future endeavors. The student handbook currently states students "must take" maybe we need to change to "expected to take" to allow for special circumstances that will fluctuate based on individual need. Chambers shares that this change in the handbook would need to be specific to seniors and not just students. Perdrix shares that there needs to be an understanding of what is "expected" with number of courses required. Hart-Thompkins states that students must have extenuating circumstances to receive override, but question is what is an "extenuating circumstance?" Restle and Chambers both agree an override can be granted with administrator approval. Chambers recommends to not change the verbiage in student handbook, but an administrator must approve as long as, we as a community, agree there are exceptions to all rules. Brandicourt inquired about changing the six course requirement to five courses thinking specifically about students who may need to work to raise money to go to college. Hart-Thompkins recommends three choices for students. Daniels shares we should have six courses required for students up to senior year where in which it would be a five course

requirement. Students have only one senior year, but a whole life to work. Wolfe will ask Sweeney to come up with three options for waiving the five classes for seniors.

New Business:

Originator

Library handbook language change

Barringer

Proposed change to current handbook language is to add the following text to the Library information at the end of the first paragraph: *While students may always use the library before and after school and during lunch, use of the library during Study Hall is a privilege that may be revoked by the librarians because of inappropriate behavior.*

Barringer: the longest we've ever taken a student out of the library is one week and this was after many, many warnings. If a student is asked to stay out there is a lot of lead up to that point. Barringer is glad to discuss reason with parents. Chambers: issue is that the library discipline doesn't run parallel to regular classroom removal, such as A2S, with respect to number of days out. There needs to be a progressive discipline plan in place. Barringer: the students are not truly out all day, but only during study hall period. Chambers: we need to be able to justify the removal of access to the library to the parents of the student in question. Smith: what about librarians adding information into PowerSchool log entries? Chambers: written steps need to be progressive and logged. Pogoni: can the librarians write up a one sheet discipline/consequence ladder for students to follow? Chambers: We need to be able to distinguish first offense and consequence. We need documentation so the message is not confused, but shows consistency in disciplinary action. Barringer: we will use a notebook to track student's name, date, and number of days out. This will log the number of days. Nashid: what about using a Google Form to track? Pogoni: using Google Form will streamline the process. Barringer: we have no computer to use immediately as these incidents occur. Chambers: there needs to be consistent consequences. Restle: the Student Handbook outlines steps and consequences when the AUP is not followed. Is this an option? Barringer: A log book is easier to keep track of incidents. Again, no computer access to track incidents. Restle: Are the infractions found in the classroom generally the same as those in the library? Barringer: detentions are usually assigned for food offenses. She has no planning bell, no extra time to log students' offenses. LeBorgne: What type of offenses are we talking about? Barringer: disrespect to adults, excessive talking, inappropriate behavior. Harsh: Can we add these rules to the Study Hall Library rules that are shared each new Study Hall quarter session? Barringer: This information is already included in that wording. Brandicourt: Is there parent contact? What about email? Barringer: kids hate going back to study hall, this is the best punishment. Stewart: Students who get discipline in class get a call home. Barringer: In a classroom, parent contact information is updated in the classroom with the teacher, but not in PowerSchool. Restle: It would be nice to have a chart of offenses and consequences, if it is happening as often as it is, what about using a blanket email response to send out to parents via email? Brandicourt: When I, as a parent, get an email from a teacher as a preemptive measure I can understand from the teacher's perspective what happened and address that with my child, as opposed to now knowing information. Stewart: What about leaving the consequence up to the administrators? Barringer: I don't want to give up control, consequence needs to be on the spot. Administrators may not have time to take care of the incident on the same day. We will write names in a notebook and call parents. Smith: What will be the steps? Barringer: 1st offense is one day out of library; 2nd offense is three days out of the library; 3rd offense is a week out of the library. Continued offenses will be a referral to administrators. Nashid: The library is a privilege and students need to show respect to the librarians. Hart-Thompkins: How will the Study Hall teacher know the student is not allowed in the library? Barringer: Students need to report to study hall class for attendance and will be sent back to classroom if they report to the library. Barringer calls for a Friendly Amendment Motion seconded by Nashid.

16 in favor, 0 opposed, 0 abstentions

Motion for proposed language change.

15 in favor, 0 opposed, 1 abstention

Treat academic competitions the same as athletic competitions, not subject to blackout dates:

Ligon / Pogoni

Treating athletic competitions like academic competitions: T. Ligon- only if dates are beyond control of the activity sponsor

B. Smith motions to discuss, seconded by J. Chambers.

MFL department and English department both agree to motion. Fine Arts: if field trips are not during the day do they still apply to blackout dates? No, it's only if missing school. Blackout dates are two weeks prior to exams. Blackout dates are listed on Schoology. J. Stewart, ask Janet Fine to add Blackout dates to FT forms. J. Chambers, if submitted FT request is during a blackout date, Janet Fine returns the FT form to the sponsor.

B. Smith motions to treat academic competitions the same as athletic competitions, not subject to blackout dates.

16 in favor, 0 opposed, 0 abstentions.

Feedback for discipline committee – dress code & study hall code of conduct: **Smith**

Study hall updated handbook language: Motion opened for discussion by B. Smith, seconded by J. Chambers. W. Nashid call the question.

Motion to accept the new codes of conduct per the discipline committee

16 in favor, 0 opposed, 0 abstentions.

Dress Code: feedback from J. Chambers #4 suggested change: *bathing suits outside of physical education class*. Change approved, not in original proposal. B. Smith motions to discuss change of wording. K. Restle: what about midriffs? B. Smith: based on feedback from departments we are not going to add that to dress code. Dress code violations are sent to the grade level office where students will be given a consequence. First offense is a DT, second offense is a Friday School. No alternative clothes will be given out to students. G. Konstis: Physical Education department discussed the dress code and difficulty to always see midriffs when students are sitting behind a desk. Propose a 30 second dress code check during 2nd bell. Issue is that dress code is not consistently enforced. J. Hart-Thompkins: this list is enforceable. G. Konstis: his enforces the rules that are in the handbook even if he doesn't mind on a personal level. M. Perdrix: daily checks are not a bad idea, but we have disruptions all week and this is something else to spend time doing during class. J. Hart-Thompkins: I am more interested in the educational time and not dress code. S. Pogoni: what about teachers that don't follow the rules? R. Boyd: dress code is too picky. S. Barringer calls the question. Proposal: bottom of "dress code" page with exception of #4 approved school. Net steps for approval: Local School Discipline Plan will be discussed at ILT meeting in April. Once approved in ILT the vote will go on to staff approval.

16 in favor, 0 opposed, 0 abstentions.

B. Smith discuss areas where kids go if waiting on coach, waiting on adult ride. Need form or pass. Students who leave Help Night will get a note with time student left HN (specific color for activity or location). Student would have a note to give to an inquiring adult. No note would result in violation in school policy and a consequence would be assigned.

J. Gray: from 3:30 -3:45 suggested by discipline committee that color coded passes for help night/sports. Students would have a designated classroom to report to. Multi-Purpose Room has one entrance/exit and with the sign in sheet it was a place for afterschool quiet study time. School is not a hangout. Keep a log sheet and issue detention if out of location. J. Hart-Thompkins: would clubs also have a pass? Yes. Students with no pass is an automatic dt. If students leave an area they are to report to a designated area. D. Wolfe: looks at what is proposed (Saturday School) is (Friday School). J. Gray: we added three security staff members: Mr. Cobb (until 4:45pm), Ms. Peters (until 10 pm), and Ms. McCoy (until 4:30pm). R. Boyd: who checks for pass? Any adult? W. Nashid: what about the green factor, too much paper. S. Barringer: too many students to write

passes for after school. J. Gray: we need to be able to identify where they've been and where they are going. J. Hart-Thompkins: 3:30-3:45 allow this time for students to get off school grounds, 15 minutes for no pass. J. Chambers: there are two groups of students; those that are where they are supposed to be and genuinely need to be here and the other group that is just hanging out. J. Gray: this goes back to what are we willing to enforce? Faculty has to enforce, be consistent and often. Students need to be somewhere by 2:50 and not roaming the building. B. Smith motioned to take back to departments to discuss, seconded by J. Chambers.
16 in favor, 0 opposed, 0 abstentions

Schedule E

B. Smith

Take back to departments to review. List approved from last year needs updates. Check accuracy of list: check clubs that have been added, removed, and advisor names. This will be approved by April. Contract EIP in June. One change: Mr. Link Ultimate Frisbee Club and Active Minds, which did not meet this year, but K. Nolan was out and will most probably pick up next school year. Department chairs please discuss any changes and vote in April.

Request for Departmental Feedback

J. Chambers

If a student is put out of class for a disciplinary reason, is that student unable to take a test that was scheduled for that day. Is this a double consequence if the student is assigned a Friday school for behavior and also a "0" on the test? We need a uniform department policy for this situation. Are teachers allowing students to make up work/tests if they are absent due to discipline in current class (ISS/A2S)? Science department: students are not able to make up labs if students are not following the rules. If the student is put out, he or she may not make up the lab. Is this issue by department or case by case? We need a more uniform policy. G. Konstis: doesn't this give students an extra day to study and time to ask friends about the test?

Meeting adjourned at 4:10pm