

Walnut Hills ILT Minutes: January 2022

Date: 1/19/2022

Location: virtual

Present (voting members): John Chambers (co-chair), Joseph Gerth (co-chair), Olivia Ballard, Laura Brogden, John Caliguri, Acacia Moraes Diniz, Elizabeth Duncan-Scruggs, Tanya Ficklin/Patty Morgan, Margo Fisher-Bellman, Liz Owens (proxy Fox/Hart Tompkins), Drew McGarvie, Sara McGuire Jay, Heather Lloyd, Ashley Morgan, Nicole Pennekamp, Denise Pfeiffer, Pete Riddle, Ferd Schneider, Jessica Smitson, Brian Sweeney, Liz Thelen, Shauniece Steele, Christine Wickemeier

Present (non-voting members): Kylie Bridgeman

Present (non-members): Matthew Chaney, Daniel Coleman, Debra Armstrong, Maria Horn, Tara Ligon, Liz Llyod, Justin DeMoss, Jim Martin, Will Shaw, Kathy Nolan, Michelle Martinez, Shybria Pleasant, Kathy Restle, Barrett Smith, Julie Vernon

1. December Minutes

Discussion: none

Motion: Motion to accept the minutes (Smitson, second Diniz)

Vote: unanimously approved

2. PD Day March 7

Discussion: Speak to department with any ideas

3. Budget/Staffing Report

Discussion:

- *District projections are often a little skewed. As of now, estimate is around 2700 students; 7th grade class of 406 currently.*
- *Subject to change with enrollment tests, movement between parochial schools, families moving into Cincinnati*
- *Currently going through staff budgeting FTEs with district*
- *Haven't received actual budget yet, will be shared once we have it*

Special Order of Business

none

Old Business (Originator)

none

New Business (Originator)

4. Minute Taking (Gerth)

Discussion:

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- Will seek volunteers first, if no volunteers will rotate the responsibility through representative positions in the order on the sign-in sheet.

Motion: accept as written (Pfeifer; second Chambers) [see attached]

Vote: 20-2-0

5. Spring EOC 2022 Test Administration (Horn/Restle)

Discussion:

- Two [proposals presented](#) (will be sent out to staff)
- Is there a preference? Restle: pros and cons of both, leaning towards A because it can occur in a fewer number of days.
- Important to get the EOC tests completed before AP testing; want to give teachers plenty of time to prepare for any longer blocks
- Why so much time between the two rounds of testing? District sets testing windows, we usually choose first possible week to accommodate make-ups

Result: sent back to departments, possibly presented at faculty meeting (1/24), will be voted on electronically afterwards

6. Open Houses 2022 (Thelen/Nolan)

Discussion:

- This is a good idea to help streamline many of the beginning of year tasks, successful experience with other programs at other area high schools
- Are there contractual issues? There is an obligation to hold some sort of open house, but may be time constrained?
- Is this too much in one event? Would involve thousands and thousands of people in the building. Raises big logistical issues.
- How do we handle makeups for people who miss?
- This may be worth exploring as an event to build community after the past few years

Result: sent back to departments

7. CCP & AP (SS/Nolan)

Discussion:

- How do we currently promote AP or CCP? Should we be more strongly promoting AP courses (e.g. through the AP fair)
- Are requirements limiting AP and steering kids towards CCP? (e.g. score requirements, applications, etc.)
- What are the advantages and differences between AP and CCP? AP can be more readily accepted by colleges, CCP is more specific to Ohio and less transferable

Result: sent back to departments

Motion to Adjourn: Schneider; second Chambers

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4. ILT Minutes Proposal

Clearly define the request. Please provide details about who and what is affected.

Ideally, the ILT will have a permanent dedicated person to take minutes for each meeting. The position will be open to any teacher or staff member who may want to volunteer for that role, and this position does not require the person taking minutes to be a member of the ILT. If this position is not filled by a volunteer, or if the person who normally takes minutes is not available and a volunteer replacement is not found, I propose the ILT assign a person to take minutes for the meeting based on a rotating assignment of stipend lead teacher members of the ILT (e.g. department chairs and team leaders, and for the purpose of clarity, the assignment would be based on receiving a stipend for lead teacher work, regardless of actual lead teacher credentialing). The justification for the assignment to stipend lead teacher members is that participation on ILT is part of their lead teacher duty that is compensated with a stipend, while other members of ILT participate on a voluntary non compensated basis. Since the ILT needs minutes taken, the person who is taking the minutes is fulfilling their duties as a lead teacher. Currently, the ILT has 14 positions held by stipend lead teachers, and the ILT usually meets 10 times a year. With rotating the assignment of taking minutes to a new person for each meeting, the likelihood of being assigned to take minutes should only happen at most once a year, with some people not receiving a forced assignment during a particular year.

For the sake of clarity and continuity, I propose the assignments be tied to the position, versus a particular person, and we use the order established on the sign in sheet. See below:

7th grade Teams (3)

Classics

Counseling

English

Fine Arts

Library and Labs

Math

Modern Foreign Language

Physical Education

Science

Social Studies

Special Education?