

## Steering Committee Minutes – 5/10/04

At 2:45 PM Chris Church called the Steering Committee to order. In attendance were Chris Church, Melissa Troxell, Lynn Crandall, Mary Ellen Butler, Susan Parrish, Judy Scroggs, Joyce Crumpley, Jolene Welsh, Connie Dunn, Susan Marcum, Cathy Bolek, Emm Foster, Kent Medlin, Vicki Meraz, Shannon Cuff, Debbie Rice, Sandy Kremers, Jay Roth, Scott Halle (student), Kelsey Jones (student), Barbara Wells (parent).

### **Agenda Item 1: Attendance Policy**

Joyce C. revisited the attendance policy by distributing a handout listing 5 suggested revisions from previous feedback. As discussion began, both the math and science teams agreed that the original attendance policy seemed more appealing, less confusing, and held students more accountable than any latest revisions.

[It should be noted - the OSS rule of "no make-up work" is agreeable. The confusion lies is the number of absences allowed per semester / the type of absences / when to allow make-up work.]

After a lengthy discussion (\*see below), the committee agreed to abandon the revisions distributed by Joyce and simplify to two choices (to replace the 7 allowable absences for any reason and the denial of credit for a class on the 8th absence and beyond):

- Option 1 - Original proposal: Every unexcused absence denies a student to make up work; excused absences allow a student to make up work. Upon the 8th (and each additional) absence in a semester - regardless of how it's classified - no work allowed to be made up.
- Option 2 - 7 absences per semester allowed *for any reason* (thus make-up work allowed) and on the 8th absence and beyond, no make-up work is allowed (i.e. no "excused" or "unexcused" classifications and the *credit denial* will be replaced with *no work allowed to be made up*).

Joyce C. agreed to rewrite the two proposed options and get it to the ALC facilitators to be discussed.

\*Discussion included the following abbreviated comments:

- Connie D. recommended that A+ program be highlighted as having different minimum attendance policy (Joyce C. noted it remained in the original handbook and not altered);
- Vicki M. wanted to ensure the "15 minute" rule for attendance REMAIN for extra-curricular activities [it was left as original policy];
- Dr. Medlin voiced uncertainty of supporting a plan where, if a student's absence is classified as "unexcused" within the first seven absences, the student will not be allowed to make-up work.

### **Agenda Item 2: "Tigers Need Time" or T.N.T.**

Cathy Bolek distributed a draft of how TNT could be applied to next year. (See appended page).

Based on the grades from 4<sup>th</sup> mid-quarter of this year, first quarter would require 2 teachers to supervise the Incentive program of A/B students (juniors and seniors only); 14 staff would be needed to teach a freshman orientation course; 31 faculty members would be required to supervise study halls - 14 for jr/sr. and 17 for sophomores; small group tutoring would need 2 English, 2 Math, 2 Science, and 1 Social Studies teachers; 1 supervisor would be required for the "at-risk" junior/senior group.

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After the first quarter, grades would determine placement in the small group Intervention (requiring 6 English, 6 Math, 6 Science, 2 Social Studies, and 1 Foreign Language); study hall for jr/sr would need 10 supervisors, while the freshman will be placed in mandatory study hall increasing that number to 19 faculty; the "at-risk" group would then need 3 teachers to oversee the proposed commons and cafeteria areas.

Although this is an "information sharing" example of how TNT could work Tuesday through Friday (and the scheduling of time of day for TNT remains unresolved), it is requested that teachers sign up for 1<sup>st</sup> and 2<sup>nd</sup> choice for placement in TNT for both first quarter, and 1<sup>st</sup> and 2<sup>nd</sup> choice for the remainder of the school year. Cathy agreed to make a form to distribute to ALC facilitators to take to their teams.

### **Agenda Item 3: New Business**

No new business.

**Announcement:** For convenience of all, the May 24th meeting will be held at 2:45 PM.

At 3:45 PM the meeting was adjourned.

Respectfully submitted,  
Jay Roth

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Addendum:

Teachers		Students
55	<b>Students</b>	1000
	<i>Jr - Srs w/ A's B's</i>	
1	<b>L Gym</b>	84
1	<b>U Gym</b>	84
2	<i>total</i>	168

14	<b>Fresh. Orientation</b>	280
	(1:20 ratio)	

	<b>STUDY HALL</b>	
14	<i>Jr- Srs w/ C's and other D's</i>	238
17	<i>All Sophomores</i>	255
31	<i>Total</i>	493

	<b>TUTORING</b>	
2	English	
2	Math	
2	Science	
1	Social Studies	

	<b>At- Risk</b>	
1	<i>Jr' s Sr' s w/ 3 or more D' s F' s</i>	59

Teachers		Students
55	<b>REWARD</b>	1000
	<i>Jr - Srs w/ A's B's</i>	
1	L Gym	94
1	U Gym	94
2	<i>total</i>	168

	<b>INTERVENTION</b>	
6	English	57
6	Math	70
6	Science	44
2	Social Studies	20
1	Foreign Language	10
21	<i>total</i>	201

	<b>STUDY HALL</b>	
	<i>Jr- Srs w/ C' s and other D' s</i>	
10	<b>Study Hall</b>	151
	<i>Soph. And Fresh</i>	
19	<b>Study Hall</b>	315
29	<i>total</i>	466

	<b>At- Risk</b>	
	<i>Commons Area / Cafeteria</i>	
2	Fresh. Soph. W/ 3 F' s or 4+ D' s F' s	106
1	Jrs Srs	59
3	<i>total</i>	165