



**WALNUT HILLS HIGH SCHOOL**  
S I N C E 1 8 9 5

**ILT Meeting Minutes 10-21-15**

Present: Dawn Wolfe, Brad Smith, Joseph Stewart, Edward Leborgne, Laurie Cotton, Brad Dillman, Johanka Hart-Thompkins, Kathy Restle, Adrienne Brandicourt, Jerron Gray, Jeff Lazar, Sam Pogoni, John Chambers, Sallie Barringer, Jeff Brokamp, Tara Ligon, Linda Sawan, Cat George, Tom Donnelly, Wadeeah Nashid, Kellen Robinson, Melissa Murphy

**OLD BUSINESS:**

1. Moved last Discipline committee meeting of the year. Meeting will be on March 24 in room 3105.
2. 4<sup>th</sup> bell middle school lunch -combined with issues about in days and out days for lunch.
  - A. On in days students can be in senior high gym stands and extended arcade to eat.
  - B. For teachers of 7<sup>th</sup> and 8<sup>th</sup> graders, must sign up the Friday of the week before if they want to do this.
  - C. Three classes will be allowed to sign up per day.

3. Schedule E –Kellen had formed a committee in Student Government to see which clubs had advisors and were meeting regularly after school, and therefore the advisors were eligible for Schedule E payment. Tom Donnelly also had a list of funding amounts for different clubs. Discussion ensued over history of Schedule E funding, including the money coming from the ABC Foundation that supports paying coaches. District does assign amount for athletics and non-athletics, although WH does not exactly follow this. Departments will discuss this. ILT agreed to table approval of Kellen’s committee recommendations; Kellen will bring list of all clubs and criteria they meet. They will also follow up on club responses.

**NEW BUSINESS**

4. Discipline Committee : Teachers had expressed concerns about where students should be after 2:40. They need to contact Brenda Ryan directly when there are concerns about students congregating the halls and elsewhere. Mr. Brokamp will ask Brenda to agree to allow her number to be published so teachers can call her directly. If a teacher cannot contact Mrs. Ryan, they should call the office.

5. Testing Schedule – PSAT –two issues

- A. Staff request to change this from the last week of the quarter to the first week of the next quarter, since there is evidently a one week window to adjust this.
2. What is the bell schedule going to be that day?

Both issues going to the department meeting for this month and will return to ILT in November.

6. 7<sup>th</sup> grade teaming vote & conflict with department meetings on PD days - bring concerns to Dr. Savage. Issue tabled until she is here.

7. Concerns about book to read – the book is optional, not an expectation to read.

8 . Equity – Testing and extra training- concerns about equity in time spent training to administer test. These were mostly concerns from last year, but we agreed to have a plan in place well before the testing in April.

9. Test agreement – There were concerns that this was too much liability for teachers. There were concerns from teachers about signing agreement that they have followed rules for testing when have no ability to really ascertain accuracy. It was suggested that Maria Horn & Dr, Savage make a new form for this that would work better for Walnut, with multiple teachers administering a test. ILT will revisit this next month.

10. Eight Bell schedule-discussion over merits and drawbacks of this proposal. Laurie Cotton will consider heading up subcommittee on this and will let notify ILT next month.

11. Quantity of field trips: several questions

A. Are in school performances during the day field trips? Yes.

B. Can other weeks be added to blackout? Joe Stewart will bring proposal.

C. What about competitions? AMC, National Latin exam, etc.

Teachers must send out names of students going on a field trip to staff one week in advance, students must talk with teachers in classes affected to notify them of their absence, and teachers must make lists of students going on trips in ABC order. Mr. Brokamp will re-announce these requests to the staff.

12. College Board AP service Learning Pilot: This is an extra service learning project that can be concurrent with enrollment in AP Human Geography and AP European History. Walnut must let College Board know if we intend to do this by December 1, 2015. Joe Stewart and Justin Demoss have applied to do this for 2016-2017.

A motion to create separate AP Euro and AP Human Geo classes with service learning project was passed, with 8 in favor and 2 opposed.

13. A request was made to require teachers teaching summer school to notify department chairs of failures in summer school, as well as notifying counselors. This will be discussed in department and brought back next month.

14. Honors/AA : Walnut needs to explore possibilities on different ways to do this with rising enrollment.

15. Prospective Students Open House 11-1-15 from 1-4 p.m.

Meeting adjourned at 4:45 p.m.

Minutes submitted by Sallie Barringer