

ILT MEETING
Minutes from April 19, 2017

Present: Barringer, S., Brandicourt, A., Brokamp, J., Brokamp, L., Cabrera, A., Chambers, J., Dillman, B., Donnelly, T., Fox, D., Gray, J., Hansen, L., Lazar, J., LeBorgne, E., Ligon, T., Murphy, M., Nashid, W., Ormsby, B., Perdrix, M., Pogoni, S., Restle, K., Ryan, B., Schneider, F., Sweeney, B., Stewart, J., Theobald, L., Wolfe, D.

Meeting started at 2:55 p.m.

Review and accept minutes from March

There were no revisions to the minutes. Chamber motioned for approval. Barringer seconded. Minutes approved.

Special Order of Business

L. Brokamp and Hansen spoke about the cadaver lab on Monday, April 24, 2017. This field trip experience is during the blackout dates for AP. Cincinnati State has made arrangements for students to miss the minimum amount of class time possible. Smith motioned to make a one-time exception for this field trip. Perdrix seconded. Discussion included the fact that several other field trips have been canceled this year due to being scheduled during field trip blackout dates.

Motion passed: 8 in favor, 3 opposed, 3 abstained.

Old Business:

Policies subcommittee report

Originator

Sweeney

a. Eligibility to continue at Walnut Hills High School

The majority of departments did not have time to discuss the proposed wording; there were no scheduled department meetings in March due to Spring Break. Agreement was that departments discuss each of the sub-committee recommendations (see attached) and send their feedback to Sweeney by Wednesday, April 26.

Pogoni motioned to send to departments. Lazar seconded.

Motion passed.

b. Summer School data

Chambers gave report about summer school 2016: 541 total courses taken in summer 2016. Grades earned: 100 Ds, 19 Fs, approximately 10 grades not recorded due to summer school tuition not being paid. Roughly, 120 students would have not "passed" summer school if the requirement was to obtain a "C" or better. Chambers agreed to break down the data by subject areas and send to ILT members.

Academic Honesty

Student

Congress

Adam Sella asked department chairs to electronically send recommendations on the Academic Honesty wording to him. He will compile these recommendations and bring them back to the next ILT meeting.

Discipline Committee

Smith

a. Changes to dress code

Smith motioned to accept the Discipline Committee's proposed wording on the dress code (see attached). Pogoni seconded. An amendment was made that rips or tears above the knee are appropriate as long as they have a covering behind them. Smith and Pogoni agreed to amendment. Lazar called to question after extended discussion about a variety of topics, including short length, male vs. female considerations, need for a reasonable approach, and enforcement.

Motion passed: 10 in favor, 0 opposed, 4 abstained

b. New language surrounding bans on after school activities and field trip

Smith motioned to accept the language from the Discipline Committee regarding exclusion from all after school activities and field trips for a period of 30 to 60 days after serving a suspension or expulsion for students who commit a category 2 or category 3 offenses. Wolfe seconded. Discussion included issues of equity/legality in terms of exclusion from field trips, fairness of connecting extracurricular involvement to discipline, enforceability, appropriateness of consequences. Wolfe motioned to table the discussion pending legal follow-up. Nashid seconded.

Motion passed.

c. Changes to discipline chart

Smith motioned to accept the WHHS Local School Discipline Plan with the correction to "Alcohol/Drugs/Possession": the consequence for 1st and 2nd offense should be "A2E and SRO notification" (see attached). Pogoni seconded.

Motion approved: 12 in favor, 0 opposed, 3 abstained

Schedule E

Smith

Smith motioned to extend the discussion on the Schedule E list in order to be able to capture all of the changes. Wolfe seconded. Smith made various additions to the list. Smith will distribute a revised and alphabetized list. Smith will email faculty/staff to send any changes/updates to department chairs. Clarification was made that all of these advisors have been vetted through last year's ILT process. Budget will not be available until summer, so positions with compensation amounts will need to be voted upon next year. Smith shared that district is expanding Schedule E funding next year for the purpose of including more students in activities.

New Business

Originator

Discipline Plan Approval to take to May staff meeting

Smith

Smith explained the need to take the approved Discipline Plan to the May staff meeting. Agreement was for electronic ILT vote on the Discipline Plan. Here is the timeline: departments will send Sweeney language by Wednesday, April 26, following department meetings on Monday, April 24. Sweeney will have final language by Friday, April 28. Smith will send out the Local School Discipline Plan by Monday,

May 1, and ILT will vote electronically to approve it by Thursday, May 4. The staff will vote at the faculty meeting on Monday, May 8.

American Studies Program

Perdrix

Postponed to a later date.

Meeting adjourned at 4:13 p.m.

Sub-Committee Recommendations to the INFORMATION HANDBOOK

Page 8: Under “Advanced Placement Program (AP)”

CURRENT WORDING:

Students should schedule not more than 3 AA and/or AP subjects in one year unless high academic achievement has been demonstrated (“A” average) and approval by counselor has been obtained. Students who begin AA/AP courses are expected to remain in the class for the entire year.

NEW WORDING RECOMMENDED: Drop the requirements altogether

RATIONALE: Those two requirements are not currently being followed

Page 8: Under “AP Exam Preparation”

CURRENT WORDING:

Students scheduled to take an AP exam are expected to miss classes the half day of school prior to the exam in order to prepare for the test. Students are expected to be at home during this time.

NEW WORDING RECOMMENDED:

Students scheduled to take an AP exam are eligible to miss classes the half day of school prior to the exam in order to prepare for the test if they fill out the Early Dismissal/Late Arrival Form, get required parent signature and turn it in by the deadline printed on appropriate form.

RATIONALE: Adds clarification and supports the new AP attendance policy

Page 17: Under “Dismissal”

CURRENT WORDING:

Students must leave the campus at 2:45 p.m. when not in an authorized activity. Students who remain on campus past dismissal must be involved in an authorized activity, and no student is to be on campus without adult supervision. In the event a parent is delayed picking up his or her student, the student must wait in the cafeteria [or

MULTI-PURPOSE ROOM?] study area. Failure to adhere to this policy may result in student's inability to stay after school.

[NOTE: "Collective Bargaining Agreement" addresses *Pupils in the Building* on page 57: "Teachers who hold after school activities are expected to remain with students until they have secured a way home or until their next activity."]

QUESTIONS ABOUT CURRENT WORDING:

1. Do students know what constitutes an "authorized activity"?
2. What about students on campus "without adult supervision"—why no current consequences?
3. How many students daily are reprimanded for "failing to adhere to this policy" and result in their inability to stay after school?

PROPOSAL:

Make a conscious effort to announce to students and parents whenever and as often as possible at the beginning of the year AND then enforce our stated policies: **1.** Students are expected to leave campus by 2:45; **2.** If a student chooses to stay for an authorized activity supervised by an adult, then he must leave at 3:30 or when that activity is over—transportation arrangements need to be made ahead of time; and **3.** There is absolutely no loitering on campus after such authorized activities are over—enforce so a student will not have the "ability to stay after school" as stated in the HANDBOOK.

>Have all staff who are in the building help with enforcement and if they find a student roaming the halls after 3:40(?) take his name and submit to administration for discipline.

>Or: another thought would be to treat 2:40-3:30 as an 8th bell and enforce normal school day rules, including once a student goes to a place, the student stays until 3:30 then there is school wide dismissal at 3:30—again, put the word out and then consistently enforce.

NEW WORDING: To be determined...

Page 18: Under "Extra-Curricular and Athletics"

ADD: (after the third paragraph) *A sentence clarifying whatever the OSHAA requirements are regarding Digital/Virtual athletes on campus*

RATIONALE: Teachers have had several encounters with these athletes during the school day with little explanation of who they are and why they are on our campus—teachers need clarification

Discipline Committee Recommendations:

Proposed Language changes:

Dress:

The primary purpose of the school is education, and all matters of dress and grooming must be weighed against that single objective. To that end, students should avoid dress that distracts attention from the orderly pursuit of knowledge, disrupts the educational process or constitutes a threat to individual safety or safety of the group. In addition, students are expected to maintain high standards of personal cleanliness and hygiene by making sure they are neither offensive to others nor a threat to the health of the school community. When a student's appearance is unacceptable, the student will be removed from class and required to change clothes. Exceptions must be approved in advance by an administrator. An administrator will make the final judgment on the appropriateness of student dress.

Some examples of inappropriate appearance:

1. Hats, hoods or headgear not religious in nature (in class or assemblies)
2. Underwear worn as outerwear
3. Sleepwear, including slippers
4. Pants **which expose undergarments or** skin; *shorts shorter than mid-thigh*
5. Clothing with offensive slogans, cartoons, illustrations or diagrams, that depicts or promotes illegal activities, products, or violence
6. See-through or strapless outerwear and rips or tears **above the knee**
7. Clothing that exposes cleavage, breasts, buttocks, midriff or genital area; students must be covered from shoulders to mid-thigh
8. Any clothing items that detract from the educational process.

Changes: deleted #5 "Leggings or tights worn as pants (unless covered to mid-thigh)", added "shorts shorter than mid-thigh" to #4 & renumbered after deleting leggings language.

Suspension and Expulsion:

Walnut Hills High School participates in the CPS Alternative to Suspension Program (A2S) and Alternative to Expulsion Program (A2E). Students exhibiting disruptive behavior that impedes the instruction within the regular school setting will be assigned to these programs in lieu of being removed completely from a school setting. These programs allow students to continue with academic instruction coupled with activities to help the student become more aware and demonstrate social competencies in communications, decision-making and problem-solving skills.

Students are provided due process as directed by the State Legislature, interpreted and implemented by the Board of Education. The staff at Walnut Hills strives to provide the best possible learning environment for all students. To this end, the rules and regulations must be enforced without favoritism to ensure consistency and fair treatment for all.

Change: Add the following provision to suspension and expulsion:

Any student who commits a category 2 or category 3 offense will be excluded from all after school activities and field trips for a period of 30 to 60 days after serving a suspension or expulsion. Administration will submit the names of students who are excluded to teachers, Schedule E advisors and coaches.

Changes to the chart: Add new violation for "Alcohol/Drugs/Possession" and changed "Improper Dress" by adding Parent Contact and Detention to 1st Offense and adding Obtain proper dress "from parent & parent contact" for repeated or aggravated offenses."

WHHS LOCAL SCHOOL DISCIPLINE PLAN

The following list supplements the Code of Suspension, Expulsion and Removal:

COMMON VIOLATIONS	1 ST OFFENSE	AGGRAVATED OR REPEATED OFFENSES
Academic Dishonesty (Cheating/Violating Testing Protocol/Plagiarism)	Loss of Credit, Counselor and Parent Notification. Administrator notified.	Loss of Credit, Parent Conference, and Counselor and Administrative Referral. Saturday School/ISS/A2S
Class Cutting, Unexcused Class Absence (<i>beyond 15 minutes</i>)	Thursday/Friday Evening School for Each Bell Missed.	Saturday School/ISS/A2S
Disobedience/Refusal to Obey School Personnel/Disruption	Thursday/Friday Evening School/Saturday School/ISS/Parent Shadowing/	Saturday School/ISS/A2S
Distributing or Posting Unauthorized Printed Material	Confiscation	Thursday/Friday Evening School/Saturday School
Eating in Unauthorized Area	Detention	Thursday/Friday Evening School/Saturday School
Fighting	Ten days A2S & SRO Notified	Expulsion & SRO Notified
Fraud/False Identification/Failure to Identify Forgery	ISS	ISS/A2S
Harassment/Sexual Harassment/Intimidation/Electronic Harassment/Bullying	Parent Notification/Removal & SRO Notified	Court Referral/ISS/A2S & SRO Notified
<i>Improper Dress (see student handbook)</i>	<i>Obtain Appropriate Dress & Parent Contact & Detention</i>	<i>Obtain Appropriate Dress From Parent & Parent Contact & Thursday/ Friday Evening School/Saturday School</i>
Leaving School Grounds Without Permission	Saturday School + One Thursday/Friday Evening School for each bell missed/ISS+ One Thursday/Friday Evening School for each bell missed.	Saturday School + One Thursday/Friday Evening School for each bell missed/ISS+ One Thursday/Friday Evening School for each bell missed.
Littering	Work Detail/Detention	Work Detail/Detention
Loitering On Campus/Unauthorized Presence	Warning and Parent Notification	Detention, Revocation of Late Arrival or Early Dismissal Privilege and Parent Notification
Profanity	ISS	ISS/A2S
Reckless Driving	Temporary Suspension of Parking Privileges, Thursday/Friday Evening School	Elimination of Parking Privileges/ Saturday School/ISS/A2S
Tardiness to School	Detention or Thursday/Friday Evening School (If Class Period is Missed)	Detention and/or Thursday/Friday Evening School/Saturday School/ISS
Tardiness to Class	Noted	3 rd offense in a quarter-DT/Friday School/Thursday/Friday Evening School/ Saturday School
Tobacco/Smoking/Possession	ISS	ISS/A2S
<i>Alcohol/Drugs/Possession</i>	A2S	A2E
Truancy: <u>multiple or habitual unexcused and unauthorized absences (off campus)</u>	Thursday/Friday Evening School/Saturday School/ISS/A2S/Referral to Visiting Teacher	Thursday/Friday Evening School/Saturday School/ISS/A2S/Referral to Visiting Teacher
Unauthorized Parking on Campus <u>Students with permits:</u> <u>Students without permits:</u>	Warning/Revoke Permit Friday Evening School/Saturday School/ISS	
Display and/or Use of Electronic Communication and/or Entertainment Devices	Confiscation/Parent Retrieval from Grade Level Administrator on the third school day or later.	Confiscation/Parent Retrieval from Grade Level Administrator on the 3 rd school day or later and assignment to Thursday/ Friday Evening School/Saturday School
Unauthorized Sales	Confiscation and Referral to Administration	Confiscation and Referral to Administration; Thursday/Friday Evening School/Saturday School
Unserved Detention	Thursday/Friday Evening School/Saturday School	Thursday/Friday Evening School/Saturday School /ISS/A2S
Unserved Thursday/Friday Evening School	Saturday School	Saturday School/ISS/A2S

Questions concerning infractions should be referred to the grade level administrator. Inquiries about DT should be directed to the staff who assigned it.

Schedule E 15-16

Active Minds	984	622.8
Art Club	984	\$622.80
Asst Band Director	966	\$2,055.26
Asst Marching Band Director	966	\$2,055.26
Asst Marching Band Director	973	\$1,284.55
Astronomy Club	984	\$622.80
Backpacking	984	622.8
Backpacking Club (2 advisors)	984	1245.6
Black Culture Club	984	622.8
Boo Radley	984	622.8
Certamen	984	\$622.80
Chamber Choir	984	\$622.80
Chess Club	984	622.8
Chinese Club	984	\$622.80
Christian Connection Club	984	\$622.80
Class Advisor (2015) 50%	963	\$3,114.02
Class Advisor (2015) 50%	969	\$1,089.90
Class Advisor (2016) 50%	981	\$544.95
Class Advisor (2016) 50%	981	\$544.95
Class Advisor (2017) 50%	982	\$389.26
Class Advisor (2017) 50%	863	\$1,027.62
Class Advisor (2018) 50%	983	\$389.25
Class Advisor (2018) 50%	971	\$934.20
Community Action Team	984	\$622.80
Culinary Club	984	311.4
Dramatics	971	\$934.20
Drill Team	972	1712.73
Drill Team	972	\$1,712.73
Fall Senior High Play	969	\$1,089.90
Fashion Club	984	\$622.80
Fellowship of Christian Athletes	984	622.8
Film Club	984	622.8
French Club	984	\$622.80
Gay Straigh Alliance	984	622.8
Gay Straight Trans Alliance	984	622.8
German Club	984	\$622.80
Gleam	984	\$622.80
Green Club	984	\$622.80
Green Club	984	622.8
High School Choir	964	\$1,557.02
High School Choir	964	\$1,557.02
High School Musical Pit Conductor	984	\$622.80
High School Orchestra	965	\$1,712.73
High School Orchestra	965	\$1,557.02
INTERAlliance	984	622.8

Schedule E 15-16

Jets Club	991	\$1,595.93
Jewish Culture Club	984	\$685.08
Jr. High Mock Trial	984	\$622.80
Junior Classical League	984	\$685.08
Junior High Band Director	863	\$1,027.62
Junior High Band Director	863	\$934.20
Junior High Choir	864	\$934.20
Junior High Choir	864	\$934.20
Junior High Musical	969	\$1,089.90
Junior High Musical Vocals	984	\$622.80
Junior High Orchestra	865	\$1,027.62
Junior High Orchestra	865	\$934.20
Marching Band Director	963	\$3,425.42
Marching Band Director	963	\$3,114.02
Math Club	984	\$622.80
Math Counts	984	\$622.80
Mock Trial	984	622.8
Model UN Club (2 advisors)	984	\$1,245.60
National Society Of Black Engineer	984	\$622.80
Outdoor Adenture Club	984	\$622.80
Photo Club	884	\$685.08
Rotary Interact	980	\$700.26
Russian Club	984	622.8
Science Fair	984	\$622.80
Science Olympiad - JR High	984	622.8
Science Olympiad - SR High	984	622.8
Sci-Fi/Fantasy Club	984	\$685.08
Senior High Musical	969	\$1,089.90
Ski Club	984	\$685.08
Ski Club	984	\$685.08
Spanish Club	984	622.8
Spring Senior High Play	969	\$1,089.90
Sr. High Musical Vocals	984	\$622.80
Stage Crew	984	\$622.80
Stage Manager	993	\$1,557.02
STARS	969	\$1,089.90
Step Team	984	311.4
Student Congress Advisor	984	\$622.80
Student Council	986	\$1,089.90
Student Newspaper	985	\$1,557.02
Sustainability Club	991	\$1,595.93
Ultimate Frisbee Club	984	622.8
Unified for Uganda	984	\$622.80
Yearbook	980	\$700.66
Tri-M National Music Honor Societ	984	622.8

Schedule E 15-16

SURGE

984	622.8
-----	-------

7th & 8th Grade FB Cheerleading	884	622.8
Varsity Cross Country	914	1712.73
Asst. Varsity Cross Country	915	1167.77
JH Head Coach Cross Country	813	1401.32
Head Varsity Football	917	5605.72
Assistant Freshman Football	909	1868.42
JV Football	920	1434.01
JH Football	858	934.2
Head Freshman	910	2880.49
Head 8th Grade	816	2880.49
Girls Varsity	922	1557.02
Varsity Mens Soccer	931	2335.52
Varsity Volleyball	947	2335.52
8th Grade Volleyball	846	1401.32
Varsity Academic Quiz Team	991	\$1,595.93
Varsity Mens Basketball	905	4144.77
JV Mens Basketball	806	2335.52
Varsity	905	4559.24
8th grade	807	1401.32
7th grade	807	1401.32
Varsity Basketball Cheerleading	911	1401.32
JV Basketball Cheerleading	912	1167.77
Head Coach In-Door Track	943	2335.52
Varsity Swimming	937	2335.52
Varsity Asst Swimming	938	1167.77
Varsity Asst Swimming	938	1167.77
Varsity Head Coach Wrestling	952	2335.52
JH Head Coach Wrestling	953	1167.77
Varsity Baseball	903	\$2,336
JH Baseball	858	\$934
Varsity Softball	934	\$2,569
Varsity Asst Softball	935	\$1,168
Varsity Boys & Girls Track	943	\$2,569
Varsity Asst Track	944	\$1,168
JH Baseball	803	\$1,401
JV Asst Baseball	904	\$1,168
Varsity Asst Softball	935	\$1,168
JH Tennis	838	\$1,401
Varsity Mens Lacrosse	843	\$1,401
JH Head Boys Lacrosse	843	\$1,401
Varsity Womens Lacrosse	843	\$1,401
JH Girls Lacrosse	843	\$1,401
Varsity Asst Track	944	\$1,168
Varsity Asst Track	944	\$1,168