

Walnut Hills ILT Minutes: February 2022

Date: 2/16/2022 **Location:** WHHS, Room 2602

John Chambers, Joseph Gerth, Ashley Morgan, Jessica Smitson, Nicole Pennekamp, Drew McGarvie, Liz Thelen, Laura Brogden, Tanya Ficklin, Brian Sweeney, John Caliguri, Margo Fisher-Bellman, Ferd Schneider, Acacia Moraes Diniz, Olivia Ballard, Pete Riddle, Heather Lloyd, Denise Pfeiffer, Sara McGuire Jay, Elizabeth Duncan-Scruggs, Kylie Bridgeman, Kathy Restle, Matthew Chaney, Chelsie Hoskins, Shybria Pleasant

1. January Minutes

Discussion: none

Motion: Motion to accept the minutes (Pfeiffer; Smitson second)

Vote: unanimously approved

Special Order of Business

none

Old Business (Originator)

Open House 2022 - Tabled until March

CCP and AP - Social Studies/Noland - Tabled until March

New Business (Originator)

3

2. Staff PD, March 7, 2022 (Restle)

Discussion:

- *Smitson: Proposal presented.*
- *Is the district-wide message presented through Google Meet/ as a virtual option?
Smitson: Yes it will be streamed.*
- *Will small groups be in the auditorium or do dept. chairs need to be prepared?
Restle: We may do breakout sessions that would be self-selected but we would begin and then end in the auditorium with full staff.*
- *Fisher-Bellman: Was there a previous ILT vote on students in APs not testing?
Chambers: According to the district, students cannot drop status once a weight is set.*

Result: Unanimously approved; no abstentions

3. JA Field Trip: March 9-10, 2022 (Ficklin)

Discussion:

- *Pleasant: Proposal presented.*
- *Ashley Morgan: What is the plan for chaperones? Cannot provide sub coverage for teachers. Pleasant: Counselors will be attending, looking for parent chaperones*
- *McGuire-Jay: How are the 40 at each grade level going to be selected? Pleasant:*

- *First come first served basis but only seniors who have not yet applied to college*
- *Chambers: Can we do some vetting based on attendance/grades? Not pulling students out of classes they need to be in. Ficklin: Counselors will work out those details. 11th and 12th grade students are targeted*
- *Why was this trip planned during Field Trip blackout dates? Ficklin: These dates were given to the school by the district - they were not selected by WHHS.*
- *Chambers: Should we do a blanket approval so we don't have to repeat this process every year?*
- *Smitson: Can we do a survey based on who is most interested in the opportunity to avoid friends groups, etc. signing up just to go.*
- *Proposes that we vote on the proposal with Chambers' friendly amendment. (Pfeiffer, second)*

Result: Unanimously approved; no absentions

4. Budget and Staffing (Chambers)

Budget Discussion:

- *Chambers: General allocation fund and money that we collect through student fees (no Title funds, etc.). Copy-click money has already been taken out based on a 5 year average - \$98,880; Home instruction: \$1300; Subs: \$114, 000; General spending budget: \$101, 000. Extra money from this year will carry over into next year's budget. Classroom supply funds can't be used on office supplies but office supplies can be redistributed for classroom use.*
- *Brogden: Can we use those funds on novellas, etc.? Chambers: novels come out of classroom supplies.*
- *Pfeiffer: Where would microscope repair fit in? Chambers: there is a specific budget for repairs but John was unsure if it referred to tools or classroom supplies. We can move money to a different line if needed.*
- *Thelen: Is it really that different? Chambers: Copy clicks, subs and home instruction has been taken into account already. Everything is pretty consistent.*
- *Fisher-Bellman: Library curriculum council stated that Gradecam will be discontinued next year at a district level. Turn-It-In will be discontinued. Library will research the cost. Chambers: We can move money into a different budget line if needed..*
- *Pfeiffer: Will they keep EdPuzzle? Fisher-Bellman: That was a relatively new district-wide acquisition.*
- *Brogden: If Walnut has subscriptions through Alumni, do we have a long-term plan to keep those resources around? Where do those funds come from? Chambers: Will go to Alumni if needed/can't be worked in through the budget.*
- *Fisher-Bellman: What subscriptions do we have? Library will compile a list/password.*

Result: Unanimously approved; 0 absentions

Staffing Discussion:

- *Chambers: ALOOV is a new system that the district will use for staffing. Not practical for high schools with electives, etc. Projected enrollment is 18 students*

less than we have currently this year (general budget comes from this number. Projected at 2730.

- *Chambers: .9 MORE FTEs than we have currently → No surpluses based on enrollment. In July with open enrollment, about 100 students or so will get turned away. Those numbers will be there if needed.*
- *Gerth: ILT will have to vote once we have FTEs allocated.*
- *Chambers: Proposes that we keep department numbers the same when it comes to staffing and .9 will be allocated later.*
- *Gerth: Should vote at a future meeting once we know where the .9 FTE is allocated.*
- *Pfeiffer: Are we voting on where the FTEs are going or that we accept the extra .9?*
- *Brogden: There was a 9-12 Latin class that was approved several years ago that has not been taught due to COVID. Has ILT already committed those .9 FTE to that class? Classes can't be handled with the current load of teachers.*
- *Pfeiffer: Proposal: Keep current staffing and then allocate the .9 when necessary once the master schedule is worked out. (Pfeiffer; Diniz, Second).*

Result: Unanimously approved; no abstentions

5. Careertech → Cybersecurity: (Chambers)

Discussion:

- *Chambers: Senior only class, district has approved .4 FTE (2 sections); Belkin technologies will supply all of the resources for the course.*
- *Thelen: Does that come out of the .9 FTEs? Chambers: No, it will not cost us anything.*
- *Thelen: What does our Dean of Discipline do? Morgan: Joy Williams covers that role and is paid as a daily sub.*
- *Fisher Bellman: The Cybersecurity class is for next year and students were not able to option for it. Chambers: We didn't have it yet, the information will be presented to eligible seniors. AP Computer science will not lose students as it should appeal to a different crowd.*

6. Schedule: (Morgan)

- *Morgan: Took the old schedule and simply made it 8:00-3:00*
- *Pfeiffer - Can we propose alternative schedules? Gerth: ILT must set the schedule; options can be considered if they meet appropriate approval.*
- *Morgan: One of the goals of the advanced ed committee is that our building can/will change, we might want to revert back to a schedule we know.*
- *Pfeiffer: 8 bell vs. 7 bell can easily be compacted with equal time, lunches in 3 groups (using bubble), gives students plenty of time to eat, can level lunches by grade level and no split lunches. Gerth: That would have to come up as a proposal and make it through appropriate committees but should that pass, it can be an additional option*
- *Thelen: From an administrative standpoint, what are the issues? Chambers: Testing is an issue, lunches are too long and causing disciplinary issues as a result. Issue with short instruction time when it's not necessary/ there is another option available.*
- *Thelen: Last year, Smitson referenced that kids did not have enough time to eat*

during lunch. Split lunch is a deal breaker for Jr. High team.

- Morgan: Could we do two lunches with two separate locations? It could be 52 minute classes, no split lunches but can the cafeteria handle it?
- Fisher-Bellman: 7/8 split is a nightmare but managing skipping during lunch bells is unreal - are you who you signed in as? Kids are misusing their downtime.
- Schneider: Is this the only bell schedule we have proposed right now? Are we able to vote on this bell schedule? Gerth: Traditionally, we would not vote on new business. Only voted if it's out of necessity. Traditionally, it would be sent back to departments
- Diniz: Since there are other possible proposals, can they present during next ILT meeting? Chambers: If we solicit proposals, then again, they have to take them back to departments after the next meeting. There needs to be a time limit on these proposals so that departments can look at them and we can vote before May.
- Thelen: The problem really is management, too much time, misusing their time, skipping, etc. Could there be another solution? Chambers: We can split different grade levels. There are higher stakes testing in 7-8 vs. 9-10.

Continued discussion:

- Pfeiffer: Proposals should be sent out to department chairs. We do have a dept. Meeting before the next ILT meetings.
- Ficklin: College visits are scheduled during lunches so it is easier for the counseling department for grade level classes.
- Sweeney: Traditionally, when the conversation came up, 7th graders were more in need of a break than older students.
- Restle: We need a schedule that takes into account our reality (expansion, bubble tennis court, etc.) In the future, we might need an additional schedule to reflect changes in terms of the long term plan.
- Fisher-Bellman: Are 8th graders teamed or cohorts? With grade level classes, you could team those 8th grade classes.
- Bridgeman: In favor of grade-level classes but can the master schedule take into account elective-based classes that might only have one offering? Chambers: we always had mixed grade levels, teachers might just have to switch off if it impacts multiple grade levels.
- McGarvie: Teamed bells could not be three bells in a row which has greatly impacted teaming.
- McGuire-Jay: Students have voiced concern that during blocks, they can't arrive late or leave early.
- Gerth: Any additional discussion? Do we want to review additional proposals?
- Lloyd: Can we set a date that we need to have additional proposals by?
- Schneider: Are you informing the staff that ILT is open to new proposals?
- Morgan: Decision needs to be made in March ILT Meeting, new proposals can be sent to Joe Gerth who will run it up the ladder with Mr. Chambers.
- Chambers: Due date will be Tuesday, February 22.

Result: Back to departments, email will be sent by Ms. Smitson calling for any proposals; tabled until March

Motion to Adjourn (Smitson; Diniz second).