



GC Meeting Agenda

Date : 10-6-2020



Marlene Blocker	Sarah Collins	Jodi Cook	Susan Gross	Deziree Garrick	Cassandra Kelley
Ed Mascadri	Tara Opiel	Lorna Washington	Rosemary Wilson	Schwartz/Interpreter	

Agenda Item	Notes
PL Process	<p>East Process for Requesting PDI Credit Hours for the RCSD Professional Development Incentive</p> <ul style="list-style-type: none"> • Fill out the RCSD PD Approval Form correctly (Note: Individuals fill this out if requesting hours for individual approval; facilitators fill this out if requesting hours for group approval). <p>Submit the RCSD PD Approval Form at least 10 days prior to the first meeting date of your PD:</p> <div style="display: flex; justify-content: space-between;"> <div style="width: 45%;"> <ul style="list-style-type: none"> ➤ If submitting for individual approval OR group approval that includes or is open to teachers from outside of East (this is highly encouraged): Submit form to truenorthologic@rcsdk12.org. • RCSD Office of Professional Learning takes it from here. </div> <div style="width: 45%;"> <ul style="list-style-type: none"> ➤ If submitting for group approval for ONLY EAST participants: Submit form to Aimee.Custodio@rcsdk12.org and Cc Jeffrey.J.Hasldorffer@rcsdk12.org (Lower School) and/or Edward.Mascadri@rcsdk12.org (Upper School). </div> </div> <p>Flowchart Steps:</p> <ol style="list-style-type: none"> A. Custodio will review the proposal for clerical correctness and either request revisions OR forward to the appropriate Governance Council(s) if completely correct. Governance Council will review and issue building-based approval if appropriate (via meeting or email consensus). GC will communicate approval with A. Custodio. A. Custodio will send GC-approved PD proposals to RCSD's PD Committee for final review & official approval. RCSD will confirm approval or deny/request revisions and communicate w/ A. Custodio. A. Custodio communicates revisions needed to person who submitted (if denied) or inputs the course into TNL (if approved). & notifies J. Hasldorffer and/or E. Mascadri, who review and publish the course. A. Custodio confirms approval with the East contact/facilitator via email. The East contact/facilitator should communicate with potential participants that they must register for the course in TNL at this point. East contact/facilitator runs the PL, submitting attendance to A. Custodio within 48 hours after each session. East contact/facilitators should notify A. Custodio when the last session occurs & last attendance sheet is being handed in. A. Custodio will finalize all attendance and notify RCSD that the course has been completed. RCSD will close out the course in TNL, issuing the survey to participants, upon completion of which credit will be posted to one's transcript.



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Wednesday Schedule Change	<table border="1"> <thead> <tr> <th colspan="2">Wednesday (Teachers, Counselors, SWs, TAs, Paras, Speech, Psych, Librarian)</th></tr> </thead> <tbody> <tr> <td>8:00-8:55</td><td>PL Meetings Weekly with one of those meetings/month a principal's meeting <i>*Best Practice Sharing for DE every other week as part of this meeting</i></td></tr> <tr> <td>9:05-9:35</td><td>Just in Time PL</td></tr> <tr> <td>9:45-10:25</td><td>CPT (Department) Can include: Coaching Cycle components Review Unit plans and LPs for CRRP infusion Creating individualized work for students with IEPs</td></tr> <tr> <td>10:25-12:25</td><td>IPT</td></tr> <tr> <td>12:25-12:55</td><td>Lunch</td></tr> <tr> <td>1:00-1:40</td><td>Family Group</td></tr> <tr> <td>1:45-3:30</td><td>Office Hours (1:1 or small group Intervention Opportunities)</td></tr> </tbody> </table>	Wednesday (Teachers, Counselors, SWs, TAs, Paras, Speech, Psych, Librarian)		8:00-8:55	PL Meetings Weekly with one of those meetings/month a principal's meeting <i>*Best Practice Sharing for DE every other week as part of this meeting</i>	9:05-9:35	Just in Time PL	9:45-10:25	CPT (Department) Can include: Coaching Cycle components Review Unit plans and LPs for CRRP infusion Creating individualized work for students with IEPs	10:25-12:25	IPT	12:25-12:55	Lunch	1:00-1:40	Family Group	1:45-3:30	Office Hours (1:1 or small group Intervention Opportunities)
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PTC Proposal	<p>Families will be notified via email, website posting, and robocall to complete a form to attend PTC. If email is not listed in PowerSchool, the robocall will instruct families to go to our website to see the link to fill out the form. ALL Families of Upper School Scholars are ALL welcome and highly encouraged to attend East 2020 PTC.</p> <p>Parents/ guardians will be asked to complete a form asking for their email address, what time they will be coming, who their children are, and which subject areas(teachers) they'd like to discuss. Once form is completed they will be sent a zoom link for PTC.</p> <p>Tentative (Still in editing progress) Form Link: https://docs.google.com/forms/d/1bBQ1zA0gupSxrGuASJaXmIR5pSk759ICbzLLBeRSWsU/edit</p> <p>In 2019 about 50 families were in attendance.</p> <p>In 2020, PTC will be hosted in one large zoom conference at three different 90 minute time blocks 9-1030am, 2-330pm, 5-630pm. Teachers will be in ALL 3 zoom sessions for the entire duration. The same zoom session will be used for all three time blocks. Parents/ guardians will only attend one of the allotted time slots based on their choosing from the form.</p> <p>When parents arrive in the zoom conference they will be greeted by a moderator and assigned to a breakout room with the teacher/ teachers they requested to see. Each Teacher will be in their own breakout room. If requested, translators will be moved with families.</p> <p>Each zoom session will have 8 moderators to run the zoom conference. The moderators will have a separate document for each of the three sessions with what families plan to attend, what session, and who they intend to see. Mx. Schwartz will create these documents based on the completed data</p>																



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	from the submitted forms and scholar schedules. Teachers will have shared access to these documents as well.
DI's	At this point all DI's for NYS are the same. Since we did not have Regents results to the end the year and we do not know final decision for this year, there really is no update at this point.

After submission, Amiee, GC, Approval to CO, communicate revisions needed and that facilitators know that, once session occurs, attendance handed in to Amy and submitted. Marlene will share the flow chart with staff. Ed had nothing to add.

New Wednesday schedule – teachers urged for more consolidated time and more time to do individual planning. Schedule changed to meet their request.

Desiree shared about going to office hours as a student. Teachers shared that they are reaching out to parents and kids to ask students to attend office hours if they are falling behind. Not many students have utilized office hours, but teachers have let students know that they are available at that time. Scholars are receptive to texting and email over anything else. Office hours mostly being used to catch up on missing work or absence. Students are not seeing Wednesday as seat time, and therefore are not using the time.

Marlene learned about Google voice, and is thrilled to discover its existence.

Schwartz has been coordinating P/T conferences. Set up so that it happens during the day since many parents are home during the day and 1.5 hours during evening. Not one big conference at night this time, in order to better fit family schedules. Oct 14 – choice of morning, afternoon or evening time slot. They will fill out registration form. Then they will be sent a zoom link and it will be a school wide zoom link. Each teacher will have a breakout room. When family members arrive to zoom, they'll go into main room and meet with moderator. Then they'll be placed in room with teacher they want to see. This will be pre-determined from the registration form.

He needs 8 people to moderate. The moderators will be in charge of placing families and interpreters.



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It will replace Just in Time PL, CPT, in the morning, and office hours in the afternoon. The evening session we always have. Gross wondered about limits on zooms. The capacity to create that many breakout rooms, rooms filling up, bandwidth, privacy, crashing, etc. Marlene thought that everyone would be silently in the main room and then go to breakout room with parents' choice of teachers. Marlene does not anticipate problems. She feels that we are all in this together if it crashes. We will learn lessons. Cap is 500 people for the Zoom sessions, but last year only 50 family members came. We don't expect all 50 to attend each session. Host should be in physical building to get best bandwidth. Gross thinks attendance will be much better since no one has to come into building and that we should make a plan to accommodate more family members. Tammy will be ready to walk parents through the form if there are any issues.

DIs: we still have the same ones. No Regents results, so nothing has changed. Marlene just got a letter last week stating that government expects Regents exams to continue, but if state can't do it, they have to get waiver from federal government. We await further news. Attendance is the only DI that isn't connected to the Regents exams in some ways, but we will do what is asked.

Marlene shared that if they are doing a walkthrough tool, they will share it first so that we are aware of what it entails. Marlene is speechless with joy at how wonderful the teachers are doing at DL. If they visit a room, they have sent an email to teacher with notice or wonderings, and now will use the form. Teacher info, medal and mission. No punitive or threatening measures. Just capturing what is happening in different rooms. If there is no form, it's too hard to keep track of who is being seen. Teachers will be emailed the form after the walkthrough.

Kristine asked about clubs and stipends being put on the agenda, but Marlene hasn't heard anything from the district about them, so she doesn't want to discuss until we get further direction from the district. Marlene cannot guarantee stipend, so any work done now is volunteering.

PL person needs to start attending GC meetings so that we know what is proposed. Marlene said that teachers are on PL committee, so one of those people could report. Their meeting conflicts with ours. Teachers would like input on PL needs for this year. How is PL reaching out to staff to make sure that they are meeting their needs. PL isn't usually so time sensitive as it is this year.



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Marlene would like to have PL poll teachers to see what they would like to have offered for PL.

Schwartz thinks that polls are currently happening. Half days haven't yet been set up.

Balloon release was moved to Saturday to avoid the rain.