

Calendar Task Force Meeting Minutes
Baker Center
Room 208
3908 Avenue B
September 20, 2017

Attendees: Joey Crumley, Kris Hafezizadeh, Heidi Langan, Freda Mills, Annelise Tanner, Lisa Robertson, Les Ready, Debra Ready, Lynn Pool, Chris Cordell, Tammy Ceasar, Jennifer Moore, James Brewster, Michael Garrison, Kristen Hilsabeck, Brenda Richmond, Adrienne Williams, Rachel Naugle, Paul Mitchell, Adelina Miller, Carla Roberson, Margarita Reyna and Dr. Gloria Williams

Gloria Williams called the 2018-2019 Calendar Task Force Meeting to order at 4:30 p.m.

I. Welcome/Introductions

Gloria Williams welcomed and thanked the members for their willingness to serve on the 2018-2019 Calendar Task Force. Members were asked to respond to the prompt card.

“Be prepared to introduce yourself and name one feature of the 2018-2019 School calendar that is important to you.”

II. AISD Calendar History

Dr. Williams reviewed the documents in each member’s packet and shared the following information:

- (1) The Charge of the AISD Calendar Task Force: “The AISD Calendar Task Force is charged with developing and recommending an instructionally sound calendar for the 2018-2019 school year that focuses on the District’s academic mission and Strategic Plan. The Task force shall place the needs of all students first and foremost, but shall also consider the needs of parents, the community and district staff.”

- (2) Member handout packets included the following:

Meeting Agenda
Current Bell Schedule
District of Innovation Exemptions
House Bill 2442
TEA Information concerning Early Release Waivers
Minutes Allocation Data Collection Form
Calendar Comparison Chart
Current 2017-2018 District Calendar
Draft 2018-2019 Traditional Calendar 177 Student Instruction Calendar
Draft 2018-2019 Traditional Calendar 176 Student Instruction Calendar
Let’s Create a Calendar Activity

III. District of Innovation (DI) Exemptions

Rachel Naugle, Office of Teaching and Learning, discussed the four areas of flexibility that the DI designation gives AISD. (See attached.)

First and Last Day Instruction
Minimum Attendance Required
Minutes of Instruction
Educator Certification

IV. House Bill 2442 and Attendance Standards

Debra Ready, Executive Director, Accountability & Assessment led a presentation on the impact of HB 2442. (See attached.) Effective school year 2018-2019:

The 7 hour school day was repealed

Funding is closely linked with attendance, schools failing to meet HB 2442 minutes requirements may be subject to a reduction in their full ADA for the year.

Relating to Attendance Standards, (see attached), Mrs. Ready discussed the new online tool that campuses will use to track their daily minutes of instruction, days of professional development and holidays. This tool captures the total number of instructional minutes for the year and calculates the number of minutes beyond the school year that are accrued or regrettably the number of minutes needed to be met to reach the 75,600 minute state requirement.

V. Systemwide Testing Update for 2018-2019

Chris Cordell, Director Systemwide Testing, shared the tentative dates for state assessment tests for the 2018-2019, and encouraged the committee to remember them when developing the new calendar (see attached). Important dates to remember are:

December 3-7, 2018	December EOC
April 8-12, 2019	Grades 4/7 Writing, Grades 5/8 Math and Reading, English I/II EOC
May 6-10, 2019	Algebra, Biology, US History EOC
May 13-17	Grade 3-8 STAAR
June 24-28, 2019	Summer EOC Grades 5/8 SSI
February 25 – April 5, 2019	TELPAS
April 1 – 19, 2019	STAAR Alternate 2 (window)

VI. Calendar Creation Review Process

Dr. Williams lead a presentation on the features of the 2017 – 2018 Calendar, using the Calendar Comparison Chart (see attached) and current District Calendar.

Additionally, Dr. Williams discussed two traditional calendar drafts, one with 177 student instructional days and one with 176 student instructional days, that were reviewed Dr. Cruz and the high Five members.

VII. Let's Begin to Create a Calendar

Members reviewed six (6) calendars from surrounding school districts in an effort to create a frame of reference of what other districts have created. The District calendars that were reviewed were: Leander/ Cedar Park, Pflugerville, Manor, Eanes, Del Valle and Round Rock.

After a discussion period, members were divided into three (3) groups. Each group was: (1) provided with 2 Traditional 2018-2019 Draft A Calendar and a blank poster sized calendar model; (2) asked to think out-of- the box and create a instructionally sound calendar draft for SY 2018-2019. The sub-committee groups are:

YELLOW	BLUE	GREEN
Joey Crumley Lisa Robertson Freda Mills Kris Hafezizadeh Tammy Ceasar Michael Garrison John Rocha Eddie Curran Edna Butts	Adrienne Williams James Brewster Jennifer Moore Kristen Hilsabeck Rachel Nagule Dr. Thyrun Hurst Neil Bonavita	Les Ready Brenda Richmond Paul Mitchell Heidi Langan Lynn Pool Chris Cordell Jim Wetter

Parameters to keep in mind:

- At least 176 student instructional days / 187 teacher contract days;
- 2 elementary conference days
- 2 bad weather makeup days (BW) designation as required by TEA; and
- Student/ Staff holidays

VIII. Questions

Dr. Williams asked for all the members to reconvene to determine the next meeting dates. The Sub-committees will meet during the week on September 25 – 29, 2017. The full committee will meet on the following dates:

October 4, 2017

October 11, 2017

October 18, 2017

December 6, 2017

The next Calendar Taskforce Meeting is scheduled for 4:30 p.m., Wednesday, October 4, 2017, Room 208 at the Baker Center.

The meeting adjourned at 6:25 p.m.

Minutes submitted by: Carla Roberson