Austin ISD Calendar Task Force Meeting Minutes

Baker Cafeteria Center
3908 Avenue B
October 17, 2018

Attendees: Kris Hafezizadeh, Les Ready, Debra Ready, Margarita Reyna, Jim Wetter, Rebecca Adams, Rick Bartel, Tammy Caesar, Letty Casiano, Chris Cordell, Lakesha Drinks, Mike Garrison, Fianey Hernandez, Kristen Hilsabeck, Laurie Kehne, Mayra Lopez, Adelina Miller, Jennifer Moore, Vera Muniz, William Pate, Theresa Razzo, Carrie Schriber, Craig Shapiro, Adrienne Williams, Michelle Bynum, Cinda Christian, and Gloria Williams

Dr. Gloria Williams called the 2019-2020 Calendar Task Force Meeting to order at 4:30 p.m.

I. Welcome/Introductions

Dr. Williams, Calendar Task Force Chair, welcomed and thanked the member for their willingness to serve on the 2019-2020 Calendar Task Force. Members were asked to introduce themselves.

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 and calendar for Strategic Plan. The Task Force shall place the needs of all student's first and foremost, but shall also consider the needs of parents, the community and district staff.

(2) Handouts included the following:

Meeting Agenda
AISD Task Force Charter
Listing of Committee Members
2018-2019 Survey Results
Professional Learning Exchange Days
AustinISD District of Innovation Exemptions Updates
Calendar Timeline
Current 2018-19 District Calendar
Calendar Draft A- 2019- 2020 Traditional Calendar 174 Student Instructional Days

Let's Create a calendar activity
2019-20 Calendars Surrounding Districts
(Dripping Springs ISD, Katy ISD, Westlake ISD, Lackland ISD, Manor ISD, Round Rock ISD, Northside ISD)

III. 75,600 Instructional Minutes
SY 2019-20 Monthly Minutes and Elementary Campuses

Debra Ready, Executive Director of Accountability & Assessment, shared the two ways to accrue the required 75,600 instructional minutes, as well as the minutes that should be banked for the two required bad weather make-up days and/or the 2-hour delays due to inclement weather.

Professional Development waiver eligible minutes:

1. Waiver PD must occur between the first and last day of school.
2. A waivered PD day may not exceed 420 minutes.
3. Lunch and breaks may not be included in the total minutes claimed.
4. Campuses must retain documentation that high quality PD was provided for the number of minutes claimed.
5. Total PD minutes counted toward the waiver may not exceed 2,100.

Other Reminders:

1. Campus are required to build a 2 day for bad weather
2. Two hour delays- non forgiven
3. PD exchange days cannot be counted toward the 75,600 minutes.

IV. STAAR /EOC Test Schedule for 2019-2020

Chris Cordell, Director Systemwide Testing, noted the tentative May dates for 2019-20 state assessment, and encouraged the committee to remember nd when developing the new calendar. Important dates to remember are:

May STAAR / EOC Test Schedule

Paper Administration Test Date(s)	Online Administration Test Date(s)	STAAR
May 11- May 15	May 4 – May 15	Algebra I Biology U.S. History
May 15 (Friday)	May 15 (Friday)	All makeup sessions for paper and online STAAR EOC assessments scheduled to be administered May 4- 15.
May 18 (Monday)	May 11 – May 22	Grades 3-4 Mathematics Grades 6-7 Mathematics Grade 5 Mathematics (retest) Grade 8 Mathematics (retest)
May 19 (Tuesday)	May 11 – May 22	Grades 3 -4 Reading Grades 6- 7 Reading Grade 5 Reading (retest) Grade 8 Reading (retest)
May 19 (Tuesday)	May 19 (Tuesday)	English III
May 20 (Wednesday)	May 11 – May 22	Grade 5 Science Grade 8 Science Algebra II
May 21 (Thursday)	May 11 – May 22	Grade 8 Social Studies
May 22 (Friday)	May 22 (Friday)	All make-up sessions for paper and online STAAR assessments scheduled to be administered from May 11-22, 2020.

Members asked Mr. Cordell to stress AISD's concerns about the late test schedules and timeframe for receiving results.

V. Graduation

Craig Shapiro, Associate Superintend - High Schools shared information that impacts high school seniors.

- ACC dual credit grade- not available until after the May 17, 2020 graduation
- Erwin Center scheduling limitations for high school graduations due to ACC, surrounding districts and UT graduations.
- High School registrars have limited time to verify student eligibility for graduation.
- Students cannot walk until all requirements are met.
- Interest of parents to host graduation ceremonies no later than 1 week after last day of school.

VI. "Let's Begin to Create a Calendar"

After a discussion period, members were divided into three (3) groups. Each group was: (1) provided with a blank calendar model; (2) asked to think out-of-the box and create an instructionally sound calendar draft for SY 2019-2020; and (3) using certain parameters (3) to identify a group lead to present a group calendar

Parameters to keep in mind:

- Teacher Contract Days- 187 days
- Instructional minutes in the school year- 75,600
- First day of work for teachers- Flexible
- Teacher Exchange Days- Flexible 1 or 2 days
- First week of class for students- Third week in August
- First day of class for students- Flexible
- High School Final Exams- Before Winter Break
- Traditional Holidays- Students/Staff
- MS/HS Staff Developments Days
- Elementary Conference Days (2 days)-Fall-Columbus Day 10/14/19 Spring- Presidents Day 2/17/20
- Staff developments days (no students)- Fall 4 days/Spring 3 days(varies)

- Staff Planning and Prep Days-August/May
- Bad Weather days- Spring Semester (2 days-student holidays)

The next Calendar Taskforce Meeting is scheduled for 4:30 p.m., Wednesday, October 24, 2018, Baker Center 3908 Ave B (cafeteria).

Meeting adjourned at 6:15 p.m.

Minutes submitted by: Letty Casiano & Margarita Reyna