

Call Notes

Early College
Tuesday, March 24
2:00pm-3:00pm

School Participants

- CEC: Sandi Brown, Brenda Rhodes
- CEC Windsor: Kelly Smith
- CECFC MS: Delight Hockman
- CECFC: Josh See
- CECCS: Jennifer Daugherty
- CECA: Laura Meyer
- CECW MS: Lacey Scaddens
- ECA: Janice Anderson
- D49: Grace Ferguson

CSI Staff Attendees

- Ryan Marks
- Clare Vickland
- Michael McManus
- Stephanie Aragon
- Josh Nichols
- Jessica Rogers
- Aislinn Walsh
- Amanda Karger
- Greg Nusz

Systems:

- CEC is an Office365 network
 - Using Microsoft Teams for hosting meetings, tutoring
- Partnering with postsecondary partners
 - Giving instructors latitude to use either Teams or Desire to Learn (D2L) learning management system, which is used at some of the community colleges

Professional Development

- Anticipating the need for more training for the use of Teams for external use with students
- Colorado contact from Microsoft is going to do a Teams training for staff

Attendance/Engagement

- Separate attendance from the assignment with extended e-learning:
 - 2 grades per assignment: 1 for attendance and 1 for actual assignment
 - Working through best time/deadline for form completion → attendance
 - Assignment posted by 9AM for the students
- Attendance form (using a Microsoft form)
 - Teachers then have it tracked and can see attendance from the form and inputting attendance in IC
 - Staff are following up with students who are not in attendance
- Attendance timing/flexibility
 - Students sign in by 4pm every day to each class
 - Moving to following day, sign-in/check accomplished by 2pm the following day (figure out how soon people need to check in)
 - 6-8th grade school, some students aren't allowed on the computer until parents are home (and both are working) so providing flexibility for when attendance should be taken

Parent Communication/Training

- Lots of teachers received emails from parents during early implementation
- Parents are really struggling with volume of communication
 - Last week, strategic in number of emails going out re: prep
 - Teachers are primarily contacting students more directly
 - Morning meetings will capture universal info that can be sent to parents
 - Asking parents to air concerns and questions with someone on school leadership as opposed to social media

Staffing

- Morning: Building-level, daily Microsoft Teams meeting as time to address previous days' questions/concerns
- Afternoon: All staff accessible to students from 1-4pm daily so it's consistent across the team for students
- Campus Culture has taken over attendance and are making calls re: attendance
- Challenges: teachers struggling with technology learning curve; reiterating teach the basics
- Mental health:
 - Invested with HUB so staff have free access to counseling 24/7
 - Anticipating additional needs as extended closures continue

Accessibility

- End of life computers that were wiped and disinfected for students who identified as FRL/SPED that did not have a device

- Purchased 100 computers, selling to families who might realize they may need more devices for extended closure

Implementation Challenges (so far)

- Length of communications/assignments; teachers are working to be short/brief/specific
- Teaching online etiquette to students
- Translation of resources to other languages for families, as needed

Outstanding Questions that CSI will be working to address:

- Possibility to end the school year earlier?
- Changes to grading for remainder of the year—move to pass/fail?
- Considerations for authentic assessments/progress monitoring (final exam)
- Questions about childcare and which can stay open

Continuation of these meetings/resources we can provide

- Participants looking for ways to compartmentalize resources by department, immediate vs. longer term considerations
- Terry and Sandi can disseminate information back/forth