

# Collaborative Conferencing

December 7, 2021 Minutes

Facilitator: Jeanine Johnson

1. Introduction/Check-In  
Members Present: Melissa Lindsey, Chris Jerrell, Stefi Outlaw, Dr. Tanisha Taylor, Emily Clay, Jerita Reese, Dr. Kimiko Thomas, Chris Reneau, Emily Vaughn, Jeanine Johnson, Dr. Sean Impeartrice, Dr. Mary Gist, Jessica Harris and Dr. Rosalyn Evans
2. CMCEA survey revealed some teachers would like the option of a ZOOM link for Jan.5<sup>th</sup> for District level Professional Learning due to COVID concerns. CMCSS will take this question back to Instruction on Monday. CMCSS mentioned low COVID numbers compared to this time last year. Sessions will be reviewed to determine if any can be successfully presented by ZOOM.
3. Review of Minutes for November 9, 2021: Revisions made and approved.
4. Update provided for absentee/sub fill rate.
5. Scope of Conferencing
  - a. Working Conditions
    - i. Lesson Plan Protocols - CMCSS shared that the TEAM rubric expectations for planning was discussed with principals to help them see why 25-page lesson plans are not appropriate, unless an individual teacher had a specific struggle with planning.
    - ii. Gradebook Protocols update - CMCSS shared that some deadlines have been extended based on feedback. Unlocked hours have been changed to 12 AM Tuesday to 12 AM Wednesday. Next steps will be based on the number of gradebook errors after parent communication.
    - iii. Parent Communication Protocols - Most high school principals ask teachers to call if they can but email is alright. Middle schools ask teachers for at least one parent call prior to an office referral. Elementary use various types of communication, including phone calls when appropriate.
    - iv. Teacher Workload - CMCEA shared the concern that teachers' workload is not manageable. Mentioned as examples were 25 page lesson plans and including literacy in lessons. Literacy in the lesson is not an issue but requiring documentation of it at the last minute was the example. CMCEA suggested reduction of multiple one-time requests such as alphabetizing test scores, request for exams from Alt. School. CMCEA does not object to test request from alternative school unless those are last minute request. CMCSS will talk to high school principals and alternative school about how to manage exam timelines for students who are remanded during the window of time that exams are collected. CMCSS asked for teachers to be thinking about curriculum resources and needs in January. Consulting teachers and curriculum can work to meet needs when they are aware of them. CMCEA shared that a recent survey revealed that 90% of teachers responded that their workload has increased during this school year. Also 63.5% of teachers said they had considered seeking other employment. CMCSS asked for clarification on main reason for teachers' wanting to leave the profession. CMCEA said student behavior is extreme, but teachers are still held accountable for learning, 60 % of teachers say discipline is worse. CMCSS shared dates for review of the Code of Conduct with middle and high schools in January. Elementary communication group met last week and provided no feedback. CMCSS shared the process for progressive discipline supports for elementary.

- v. Continues discussion at the next meeting on teacher contracted hours, teacher workload, sick leave and COVID-19 leave.
6. CMCSS suggested that level directors talk to principals about what can be taken off teachers' plates, and asking principals to ask their leadership teams what items can be removed. We can follow up on these items at the Feb. collaborative conferencing meeting, after January Principal meeting which will be after next collaborative conferencing scheduled meeting.
7. Next Meeting January 11, 2022

Minutes taken by Mary Gist