PPLC Meeting Agenda - 11/30/2021 (Virtual)

SULLIVAN HIGH SCHOOL

F – Family
I – Integrity
S – Service
T – Tenacity

Vision: Sullivan High School is committed to preparing lifelong learners to be empathetic and innovative thinkers who serve the global community in pursuit of equity and justice.

Mission: We, the Sullivan community, are driven to implement a personalized, standards-based curriculum that prepares all learners for real-world, postsecondary success. We strive to create a positive, supportive learning environment that nurtures independence and critical thinking in our students, while we guide them towards postsecondary success.

PPLC Statement of Purpose (from IL state law): The purpose of the PPLC is to develop and formally present recommendations to the principal and the LSC on all matters related to the educational program, including but not limited to, curriculum, school improvement plan, development and implementation, and school budgeting.

Norms:
➔ Start and end on time.
➔ Follow the schedule.
➔ Promote equity of voice.
➔ Be respectful of others and their opinions.
➔ Remain goal-oriented and solutions-driven.
➔ Stay engaged on the topic at hand.

Date/Time:	November 30, 2021 - 3:45 PM
Roles	Time Keeper - Kzop Note Taker/Secretary - Simmonds Tagger -

AGENDA

Time	Topics	Activities/Tasks	Notes
	Call to Order	→ get consent & record the meeting	➔ Reminder, today starts at 3:45, then the next meeting is 3:30. ➔ This will be an alternating schedule!
	Roll Call	Mr. Brookes **Mr. Clark** Mr. Fasana **Ms. Kiriazopoulos** Ms. Kordek **Mr. Mathew** **Mr. Norman** **Ms. Simmonds** Mr. Zepeda	Absent: Mr. Brookes Mr. Fasana Ms. Kordek Mr. Zepeda Quorum → yes or no
	Approval of Agenda		➔ We are adjusting the agenda by getting rid of the budget time, there are some notes as to why.

	Approval of Previous Meeting's Minutes	Minutes from 11/16/2021	➔ Minutes were approved
10 minutes	**Public Comment** *2 minutes per speaker		➔ No members of the public were present

10 minutes → Quick Rundown: Old Business (Non-Committee) & New Business		
Issue	**Last Update/Action Item(s) or Recommendation**	**Notes, Comments, Questions**
New Business: Right now there is not a formal method of communication to let teachers know when students get pulled from classes (for whatever reason: clinic appointments, meeting with a counselor or social worker, etc.). It is difficult for us to discern whether a student is skipping or with another adult, and it makes it difficult for us to support them in their classwork.	Develop a formal system of communicating when you pull a student from class for whatever reason. This will let the teacher know where the student is and if the teacher doesn't receive that communication and the student is in class, they will know they're either absent or skipping class and so the teacher can act and support accordingly.	➔ People need to email the list out in a timely manner, if there is a giant chunk of students missed from a class it is confusing for the teacher ➔ Would it be helpful for all of the groups to be under the same procedure, like they school function the student for BAM and WOW and SVC etc, and then they have to also provide a pass. ➔ For groups like WOW and BAM, could students get SF'ed. There should be a system/best practices so that teachers can know what is going on with a student. ➔ Email from the person/group, pass that the student provides, SF on the backend? ➔ Whatever effort can be made to vary the period from, the better. ➔ It is important that coaches continue to do this. ➔ Emailing out the expectations/process would be helpful ➔ We will follow up with this next meeting, and Cyriac and Clark will follow up with Chad to communicate that emails need to happen at the very least.
New Business: Some responses to the Personalized Honors survey were concerning in their tone and content. This is an indication of issues with the adult/staff culture in the school that needs to be addressed in some form.		➔ We won't be able to figure this out in 5 minutes, but we can at least start. ➔ Link to Survey Results ➔ There needs to be some renorming around what is okay in a professional setting, and what is okay vs not okay when sharing criticism or support of an idea.

		➜ There are also a lot of genuine responses with some real and totally valid issues- how can we ensure that there is a response, accountability and recognition of these valid concerns? ➜ This is a symptom of the divisions that are set up through departments and GLTs, which can help with productivity and it is creating a cliquish environment. Some of the responses are incredibly insulting to people who have valid concerns. A PPLC member shared that because we are not able to share common ground people are responding in ways that do not reflect the humanity of each person, they are critical and judgemental of groups of people (this was in response to 2 responses) ➜ History of Honors : There were complaints about honors and the large class sizes the PPC was talking about creating a system for determining for honors. The only grade level that does not know students is Freshman, so there was some discussion on changing the protocol from honors. 2 years ago they got rid of honors, they were also not told or consulted. The intention from the PPC was never to roll it up, and they did not vote on it and was not consulted. ➜ After consulting with teachers, including the 9th grade team, the decision to not have the "extra" project for honors credit makes the honors available to everyone and eliminates the requirement for "opting-in" 　　◆ The 9th grade teacher on the PPLC, confirmed last week that they do not use the system we are implementing, which is also indicated in the survey results from a 9th grade teacher. They create a separate project.

60 minutes - Committee Work Time *(please have one person capture notes!)*		
Committee	Last Update/Action Item(s)	Notes

1. Curriculum (Simmonds, Kzop, Norman)	Personalized Honors Plan A. Supports / needs for implementation in remaining weeks of Semester 1 • Survey data • Meeting Minutes from 11/2/21 B. Planning ahead for Personalized Honors in Sem 2	➔ We need an agreed upon "Honors" definition that is in line with a more universal definition for honors ➔ There are A LOT of things that need to be normed on before we have an honors plan ➔ There needs to be a definition of what, "honors" is? Can this be a department conversation? ➔ There should be norming around how to communicate with our colleagues before we do any sharing ➔
2. Hiring (Fasana & Mathew)	draft hiring plan from last year Meeting Minutes from 11/2/21 Draft Hiring Process Models	➔ The two drafts models are a little easier to follow in terms of steps in the process ➔ We agreed that in an ideal world, there is maximum participation from a hiring committee made of BEC & Equity; members in all stages of process; how practical this will be in reality will need to be figured out ➔ We agreed that a set group of questions to ask candidates is important so that accurate comparisons can be made when interviewing multiple candidates for the same position; this will need to be developed for each step and agreed upon ➔ A hybrid (Model 1.5?) should be made combines features of Model 1 and Model 2 ➔ If the Equity/BEC hiring committee is involved in before interview steps, then participation could be on a rotating basis to lighten the load ➔ We could split the BEC/Equity + Student Panel interview into two separate ones; once each group has their list of questions, we can decide what makes the most sense ➔ Will need adjusted models for other types of positions in the school ➔ Will need a plan for summer hiring ➔ For interview process steps, develop a rating scale of some kind in addition to the written report/summary ➔ May & June is when hiring gets most busy, so that will help us determine a target date to get this completed, at

		least in its initial form
		➔ The after interview steps might be tougher to figure out, particularly the review of evidence and the actual hiring decision; we talked about how ideally, all the groups involved in the process would be present to review evidence, and through that discussion, a collective decision would be made about whether to hire someone or not. How realistic this is remains to be seen. For example, what if admin, or a department chair (or anyone really) is against the hiring of a specific candidate but the rest of the group favors it? If consensus is not possible, then is the decision made by a majority vote? With admin at the end of the day being the ones responsible for hiring and evaluation, is their opinion (after reviewing evidence) weighted more? If voting has to happen, does admin have a weighted vote? These are just questions that came up as we discussed this.
3. Budget	→ Define committee's work for this year ● Last year: ○ Department budgets ○ Budget training for PPLC ○ School budget (see timeline & reflections) Budgeteers docs from SY21 See minutes from 10/19	➔ What lens do we want to look at the budget from? **This needs to be decided by the budget committee itself.** ➔ Should we cut the time for it today? ◆ Decision was yes ➔ What control do we have in terms of the budget? ➔ This time will be cut for today. We will come back to it during the next committee time.

<mark>15 minutes</mark> - Committee Report Back	
Committee	**Action Items / Next Steps**
Curriculum	➔ There are a lot of working definitions for what honors is and this is limiting the implementation of this ◆ Who are we serving our definition of what honors? ➔ There could be time during the release days to think about what these different definitions of what honors is and why they think this. It needs to be

	clearly defined why ere these definitions come from. ➜ Discussed honors plan and most of this addressed in the last meeting as well ➜ Question- will we be able to pull this off as a school? ➜ There needs to be some clarity that is achieved. ➜ Is honors credit being given for Semester 1? ➜ Who will provide this definition and clarity to students? ➜ Is this happening with DEPT leads or GLT leads? Is this done by REACH admin or not? What about people who are not receiving REACH conferences?
Hiring	➜ There we a couple draft models based on some feedback from last years hiring committee ➜ They are going to pick up the discussion in a month, they are going to focus on one process ➜ They are going to look for questions related to equity and values related to the school ➜ They are going to keep a hiring committee
Budget	➜ Time was cut for the day, nothing to report back!

Adjournment	Meeting ended 5 minutes late!

Meeting Schedule:

- 12/14/2021
- 1/11/2022
- 1/25/2022
- 2/8/2022
- 2/22/2022
- 3/8/2022
- 3/22/2022
- 4/5/2022
- 4/26/2022
- 5/10/2022
- 5/24/2022
- 6/7/2022