ANNE ARUNDEL
COUNTY PUBLIC SCHOOLS

Team ASI and TAAAC Secondary Teacher Advisory Council **Agenda**			
Date: October 24, 2019	Time 3:45-4:45		Place: TAAAC Office
Topic/Item	**Time Allocated**	**Topic Leader**	**Objective**
1. Welcome	3:45 - 3:50 PM	Russell Leone	Communication
2. Covering Classes	3:50 - 4:00 PM	Maureen McMahon Dawn Lucarelli	Information and Discussion
3. MOI Software Approval	4:00 - 4:10 PM	Marueen McMahon Michele Batten	Information and Discussion
4. Non-Teaching Department Chairs & Demo Teaching	4:10 - 4:20 PM	Maureen McMahon Dawn Lucarelli	Information and Discussion
5. Community Circles	4:20 - 4:35 PM	All	Information and Discussion
6. For the Good of the Order	4:35 - 4:45 PM	All	Communication

Next meeting: Thursday, November 21, 2019

Attendees: Maureen McMahon, Michele Batten, Dawn Lucarelli, Russell Leone, Kristina Korona, Robert Silkworth, and Mike Vigna. Guests: Kathryn Rockefeller and Megan Lewis, Student Support Services.

Follow Up Agenda Item	Person Responsible	Action

NOTES

Covering Classes:

- AACPS currently has 40 teacher vacancies, Special Education adds another 30-40 open positions. Teacher candidates are in the hiring process but delayed as a result of the new Maryland State reference check requirement. The teacher shortage is county-wide and at levels (elementary, middle, high)
- AACPS is conducting job fairs, focusing on December college graduates, and creative recruiting opportunities. Candidates with any undergraduate degree will be considered, AACPS will cover the cost of those enrolled in the resident teaching certificate program. Long terms subs and retire rehires are being called on to help launch new teachers.
- In order to balance classroom coverage, consideration is being given to avoid offering professional development on Monday's and Friday's which tend to be days absences increase. Principals should rotate coverage and avoid tapping the same teacher multiple times in one week. This is particularly problematic in small departments. Discussion ensued about who should be asked to cover classrooms. As a school-based decision, teachers should talk to their principal first, then the regional superintendent and discuss at their school's faculty council.

MOI Software Approval:

- A comment was raised that the online form is not user friendly for software products, discussion ensued about the MOI form and approval process. C&I will review the online form again and address features in need of improvement.
- MOI software is reviewed three times per year, a subgroup is convened to address time sensitive software reviews (deadlines, renewals, contacts that occur outside of the normal approval review process). Course approvals are to be presented to the content coordinator; department chairs contact the content coordinator about products that need approved. The MOI software approval process is designed to: protect student privacy, confirm adherence to AACPS technology terms, and AACPS terms of use.

Non-Teaching Department Chairs and Demo Teaching:
- Culture varies, school to school. Peer coaching is encouraged, as teachers can grow and learn by watching others. It was clarified; however, that peer-to-peer observation is voluntary and at the teacher's discretion. A teacher can decline to be observed by another teacher but cannot decline an observation by their principal.
- Noted that "observations" are differentiated from peer-to-peer coaching. Non-teaching department chairs can participate in the observation process but are not responsible for the end of the year rating/evaluation. Negotiated language was discussed, the role of teaching versus non-teaching department chairs. There is need to norm expectations around observations. The T&L rubric should be used, the rubric adds demonstration of evidence and narrative to the observation. It is important that for technology education, the department chair (serving as an observer) have knowledge of the subject being taught.

Community Circles:
- Questions were addressed in follow up to teacher's comments: 1) how do you get trained?, 2) what if your school is trained, but you are not?, and 3) what if you need/want to receive refresher training?
    - The goal is to have a restorative practice team fully trained at each school.
    - Community circle training is scheduled for August and June annually. Distinction was made between community building training (3 hours) and the more intensive responsive circle training (12 hours).
    - Two refresher courses are offered over the summer and will continue to be offered. Attendees practice in circles and developing relevant questions.
    - Resources are limited, schools are trained based on need. PBIS schools were trained first. Creating meaningful community circles requires a mind shift, school culture needs to be ready for the experience.
    - The importance of fidelity of training was discussed. Individuals/schools should not conduct community circles if they are not properly trained.
- Restorative Practice was discussed. Members shared their feedback about how to create a meaningful experience. The importance of relationship (student/student, student/teacher) and relevancy of the questions was reinforced. Teachers can develop their own questions, and, in some schools, students develop the questions. It was noted that a "bank" of questions would be helpful for teachers to refer to. Clarification was given around the purpose of community circles which is not intended for content delivery.
- Restorative conflict circles were discussed, special training is required. A teacher can decline to conduct a conflict circle. Data on conflict circles is now being tracked.
- The AACPS program is modeled after best practices across the nation. AACPS training is constantly under review for improvements to the process. Trained schools should conduct three or more community circles each week in order to be effective. Discussion ensued about how students from non-trained schools integrate into schools that are trained in and conducting restorative practices.

For the Good of the Order:
- No additional matters were brought to the group's attention.

Next meeting: November 21, 2019
Respectfully submitted by Christina Hardy