



BISD ECHS/P-TECH Leadership Cabinet Meeting

September 3, 2020

3:00 pm – 4:30 pm

Via Microsoft Teams

Minutes

Conversations	Notes
New Leadership and Campus Roles	<ul style="list-style-type: none"> List of current and new directors at each ECHS/P-TECH campus was reviewed. The cabinet was let known that the contact list was placed under the shared files in Microsoft Teams. M. Hammons did point out that the district did lose college readiness counselor positions at some schools. All counselors at those campuses will share the role of the college readiness counselor.
2020-2021 ECHS Blueprint	<ul style="list-style-type: none"> Changes in the blueprint were briefly reviewed as most of the cabinet was invited to attend the CCRSM Summit session on blueprint revisions. D. Aguilar wanted to clarify if 8th grade algebra was now to count under the new blueprint. M. Hammons answered yes.
Summer School Enrollment Numbers	<ul style="list-style-type: none"> A chart of summer school enrollment for both TSC and UTRGV’s summer I and II sessions was shared with the cabinet. In total, 1,745 students attended BISD’s dual enrollment summer program through both IHE’s. That was an increase of over 700 students from last year.
Dual Enrollment Growth and Projected Fall Enrollment	<ul style="list-style-type: none"> Dual enrollment growth for the past five years was presented. Seven thousand five hundred ninety seven students took dual enrollment classes in the 2019-2020 school year. That was an increase of 35% from the year prior. This year’s projected fall numbers are 2,973 with TSC and 182 with UTRGV. UTRGV enrollment from last fall stayed the same while TSC enrollment increased by about 500 students. M. Hammons congratulated all for the increase in enrollment. D. Aguilar expressed concern over the problems that were faced in fall online registration due to the students not being present at the campus because of distance learning. She asked TSC if there was a possibility to change the registration process for the spring as distance learning might still be the mode of instruction then. She would like to avoid all the difficulties that administration and staff went through this past registration. S. Barrera responded that it could be a possibility but they would need to devise a committee to present new options. D. Aguilar asked why there would be a need to make a new committee as the cabinet was present. S. Barrera’s response



	<p>was that they would like to have all parties involved such as counselors.</p> <ul style="list-style-type: none"> • A. Garza-Limon inquired if counselors would be able to help register students with section numbers. • S. Garza was aware of the many obstacles that the counselors faced this past registration. She spoke on behalf of the counseling department that many of the counselors would be willing to register students next semester. • M. Hammons announced that he would assemble a committee and meet before the next October cabinet meeting to present solutions to change procedures for spring registration.
<p>Distance Learning</p>	<ul style="list-style-type: none"> • Early alerts were sent out to campuses last week. Most were of students with no contact through distance learning. • Zoom videoconferencing is being utilized for synchronous instruction in dual enrollment courses. • B. Lambarri asked if Zoom use was approved since the district did not allow meetings through Zoom anymore. • Dr. Cantu replied that since the students were logging into Zoom through their Canvas credentials then the level of security was higher and therefore allowed for use for dual enrollment students only. • N. Canales asked if Zoom access can be shared to administrators so they can conduct “walk-throughs” or observations. • M. Hammons asked S. Barrera to find out how to monitor dual enrollment courses through Zoom. • Campuses were reminded to conduct dual enrollment courses on alternate Friday rotations on the new block schedule to ensure to meet necessary contact hours.
<p>Cohort Scheduling</p>	<ul style="list-style-type: none"> • All 9-11th cohort students need to be in an AVID course. • Students should not be double coded unless with STAMP, STEM or SPACE. • D. Aguilar voiced that due to the many FTE’s being cut, double coding would need to be considered in the future. • N. Canales further advocated for double coding. If not allowed, then there is no flexibility for teachers. She is afraid she might lose dual enrollment instructors because of this. • Campuses were reminded to properly code all ECHS and P-TECH cohort students with a “1” in their designated PEIMS indicator. • M. Hammons added that this was important as numbers in TEAL data were found incorrect in meetings with Monica Sandoval due to improper coding.
<p>TSI</p>	<ul style="list-style-type: none"> • TSIA2 postponed until January 11, 2021. • TSC has waved TSI for those classes requiring only TSI attempt for this school year. The district offers five of these courses. Campuses were instructed to take advantage of this



	<p>opportunity and enroll students next semester into these courses.</p> <ul style="list-style-type: none"> • Monitoring of TSI mastery of cohort students must still continue. • M. Hammons spoke on how some campuses have already resumed with TSI testing at the campus while following social distancing requirements. • B. Lambarri asked if anyone knew of specifications on how many students were allowed in a building for testing. • M. Hammons responded that he did not remember a specific number per building, but he recalls no more than 3-5 students in a classroom. • D. Aguilar said she had continued to test at her campus but following strict social distancing. • Middle school principals were advised that TSI testing for middle school students was still not decided as the district's plan for return is still not clear. There will likely be no testing in the fall, but the department of CCMR would like to test all 8th graders same as last year perhaps in early spring.
<p>AVID</p>	<ul style="list-style-type: none"> • AVID was board approved for new contract. Information on how to finalize PR's will be emailed to the campuses soon.
<p>Dual Enrollment Textbooks/Resources</p>	<ul style="list-style-type: none"> • Students that attended summer school and checked out a textbook must return the book back to the campus to receive local credit. • TSC began to offer Open Education Resources for some courses this summer. The district decided that if an OER was available then that resource will be used in lieu of a textbook. Of all the dual enrollment courses offered in the district, 12/21 were switched to using an OER. • For classes still requiring physical textbooks, transfers for pending books can be sent to M. De La Torre.
<p>Grading Policy</p>	<ul style="list-style-type: none"> • Grading policy revisions were read from page 42 of the 2020-2021 secondary grading procedures handbook. No questions were asked on the change.
<p>AP Testing for Dual Enrollment Courses</p>	<ul style="list-style-type: none"> • Specifications to challenge an AP test after taking a dual enrollment class were read from pg. 40 of the 2020-2021 secondary grading procedures handbook. • A.Garza-Limon asked about the situation when a student challenges the test before taking the course. • Dr. Cantu replied that the dual enrollment course would then be considered a repeated course.
<p>Stipends</p>	<ul style="list-style-type: none"> • Stipend amounts for dual enrollment instructors was reviewed. • D. Aguilar noted that there are many teachers with masters but not teaching dual enrollment. She asked for an initiative to recruit instructors to teach dual enrollment.



	<ul style="list-style-type: none"> • M. Hammons responded that he had pulled up a list of qualified teachers in the past and had a meeting for recruitment, but that he can certainly host one again. • A. Garza-Limon pointed out that presenting the \$50 an hour to teach afterschool without having to move campuses might be an incentive for recruitment.
Dual Enrollment Funding	<ul style="list-style-type: none"> • Campuses are now to create PR's for dual enrollment funding. • D. Aguilar asked why dual enrollment funding was now given to schools. • M. Hammons explained the reasons for the funding changes under the new accounts.
Credit Tracking	<ul style="list-style-type: none"> • Thirty three seniors graduated with an associates degree in general studies from BISD. The link to view the online commencement video was provided in the presentation and agenda. • The district is now looking for possible associate degree candidates for this school year. The superintendent gave a directive for counselors to submit names of students that were likely candidates. Various schools were still pending to submit credit tracking. • S. Garza was unaware that counselors were asked to turn in a tentative associate degree list. She had just asked Leo Alaniz for a report of senior credit hours. She requested for a one week extension to turn in the credit tracking and to be notified of further counselor deadlines. • M. Hammons explained that schools need to start to look at what classes those possible candidates are missing so that plans can be made to offer those courses next spring. • M. Hammons did offer the suggestion to have district wide afterschool courses for sections such as economics and government that would be paid by his department. He asked if there was a need for another course. • J. Wood answered that he would need psychology. • A. Garza-Limon wanted to verify that the department of CCMR would be paying. M. Hammons responded with a yes. Campus principals were pleased with the decision. • D. Aguilar added to request speech afterschool.
Covid 19 Impact	<ul style="list-style-type: none"> • Withdrawal and incomplete counts by campus due to mid-semester transition to online instruction caused by the covid shutdown were shared. Withdrawals need to retake the class. Incompletes must complete assignments by this semester. Campuses were instructed to find these students to change incompletes.
Cohort Recruitment	<ul style="list-style-type: none"> • Incoming cohort enrollment numbers from spring middle school recruitment were reviewed. • M. Hammons advised campuses that they can still recruit students for cohort after PEIMS and have the students catch up



	<p>later for the missed semester.</p>
Public Relations and Advertisement	<ul style="list-style-type: none"> • Jason Moody, director of public relations and community engagement, spoke about the new campaign proposals for the district’s dual enrollment program • J. Moody displayed a preview of a billboard promo and asked the cabinet for suggestions or comments. • D. Aguilar input for the addition of ECHS after each high school as it was part of the brand naming. • J. Moody informed that he would share the newest advertisements soon. Any media requests for any public relations should also be sent to him.
TSC	<ul style="list-style-type: none"> • S. Barrera shared the latest enrollment numbers from this week by campus. Veterans-516, Rivera-512, Porter-426, Lopez-425, Hanna-446, Pace-506, BECHS-138. The total enrollment for TSC fall semester is 2,969. • A final report of enrollment will be sent out after September 9, census day. • Roster verifications with counselors was taking place this week with every high school campus. • There is no updated timeline of spring deadlines as TSC is waiting for the decision on the BISD schedule for next semester. • A. Garza-Limon replied that schedule changes or not, campuses need deadlines to submit requirements on time. • TSC will continue to work on a deadline calendar.
UTRGV	<ul style="list-style-type: none"> • Kashia Rodriguez introduced herself on behalf of UTRGV as Michael Aldape could not be present for the cabinet meeting. • Changes to UTRGV dual credit staff were announced. Rose Pulido will no longer be the contact for the district. Questions can be directed to Kashia Rodriguez at this time. • Virtual information sessions for parent and students may begin to be submitted in September to prepare for the spring or summer 2021. UTRGV will send out an updated presentation request form. • Enrollment numbers are: BECHS-176, Veterans-6. • K. Rodriguez reviewed the timeline of upcoming important dates in the fall calendar.
Open Discussion	<ul style="list-style-type: none"> • M. Hammons thanked everyone for their participation in the first cabinet meeting of the year.