SAC Meeting Minutes

Date: 10/11/2023

Time: 3:30pm

Location: CEC Windsor

Participants: Lisa Plahuta, Mike Curtis, Steve Coppa, Rebecca Feilmann, Kelly Smith, Janet Kelley, Melissa Faye, Amelia Koehmstedt, Melissa Bilobran, Andy Butz, William Schutt, & Patrick Molinari

Meeting began: 3:32

Agenda:

1. Meet & Greet

2. Head of School Update

   o Discussion on Security Officer on CEC Campus

      ▪ Focus group for parent discussion – prior to any decision

      ▪ Parent survey sent out – starting the conversation

      ▪ Board reviews all surveys and feedback

   o Discipline & attendance data since 2019

School Year	Total Students	Incidents
2019-2020	38	17
2020-2021	86	6
2021-2022	102	56
2022-2023	146	154
Oct 2023-2024	176	52

      ▪ Steady increase in discipline issues (growth and COVID are contributors)

      ▪ Each "incident" is recorded in Infinite Campus by assigned staff

      ▪ Teachers are being taught how to enter behaviors into IC as well – Rewards and disciplines for tracking purposes

School Year	Attendance Rates	Chronically Absent
2019-2020		
2020-2021		
2021-2022	95.21%	6.01%
2022-2023	94.47%	6.72%
Oct 2023-2024	96.10%	3.89%

- Chronically Absent = more than 10% of class periods

- No data from 2019 or 2020 due to COVID

- Attendance rates of absent students are increasing – what is CECW doing?

  - Restorative Practices

  - Eye to Eye – Neurodiversity

  - Counselor groups

  - Safe, loved, secure, sense of belonging education to students from staff and teachers

3. Safety & Security @ CECW

   o 1 main entrance

   o Classroom doors are locked and have blinds – to be closed in an emergency

     - New blinds in art room, library, robotics, and STEM room

   o "Locks, lights, out of sight" model used

   o Raptor management for check-in/check-out – ID Check system

     - Screens visitors

   o ID badges are required for all staff and students

   o CEC Windsor is a demo school for Raptor Secure System

   o Testing the Raptor System for drills and security

   o Practice drills for all staff and students

     - 2 times monthly – fire and evacuation

     - Other drills – secure, hold, lockdown shelter - Quarterly

   o Lightspeed for safety (searching inappropriate topics, self-harm, harming others, etc.)

- False positives have occurred (e.g. Shakespeare units)
- To roll out Nov 1 for teachers to be able to monitor in real-time what students are doing.
- Lightspeed only to be used on school tech – not on students or staff personal phones or computers
  - o New security cameras added to "blind spots" - Possible addition of these over Fall Break
  - o CECW follows the Standard Response Protocol and Standard Reunification Model from the iloveuguys foundation

4. Question on school consolidation impact
   - o PSD closing two schools and consolidating. Parents would like to start the conversation about "what if?"
   - o Kelly and Rebecca are consistently working with CEC's CEA, CFO, & COO to make the best decisions to ensure CECW is viable and responsible
   - o We can and should learn from PSD's mistakes – full transparency on budgeting and curriculum to parents when changes are occurring, and parent voice is important
   - o SAC committee agenda items are currently set to discuss curriculum review and fiscal reviews

5. Additional Questions:
   - o What are the best practices for parents to keep kids accountable on assignments?
     - Teams, Planners, Infinite Campus
     - Teams is available to all students at home
     - Planners should be used for all homework assignments – many students do not bring their planners to class
     - Parents are encouraged to email teachers directly with questions

- Elevate class is where students should be working on missing assignments
  - Creating a Parent Committee was suggested to work on giving input to Elevate teachers on best practices on how to keep kids accountable with homework. Mike and Andy will create and work on a google doc to start documenting Best Practices.

Meeting Adjourned: 4:32pm (Motion moved by Rebecca, seconded by Mike)