



Respectful, Responsible, Safe & Prepared

INSTRUCTIONAL COMMITTEE MEETING MINUTES
April 27, 2020 – 1:30 p.m.
Virtually in the Waupaca High School LMC Distance Learning Lab
Via Google Meet, Live Stream, and By Phone

Welcome and Call to Order:

The meeting was called to order by Committee Chairperson Dale Feldt at 1:32 p.m.

Roll Call:

All members of the Committee were virtually present via Google Meet (Chairperson Dale Feldt, Betty Manion, and Patrick Phair). Additionally, Board members Sandra Robinson, Mark Polebitski, and Steve Hackett were virtually present via Google Meet, and Stephen Johnson was present in the WHS LMC Distance Learning Lab.

Also Present:

Present in the WHS Distance Learning Lab: Ron Saari, Sandy Lucas, and Mark Flaten. Virtually present via Google Meet: Carl Hayek, Laurie Schmidt, Steve Thomaschefskey, Laura Colbert, John Meyer, Mike Werbowsky, Jenifer Erb, and WDUX.

WHS Cell Phone Guidelines:

Jenifer Erb reviewed the High School's Cell Phone Guidelines and data relating to violations. She predicts that the number of violations will continue to decrease, in particular because the students are not using their cell phones and teachers know they have Administration's support. The purpose of the guidelines is to teach students how to use cell phones responsibly during everyday life and not having their phones readily available at all times. These guidelines coincide with Administrative Guideline 443.5R1, and are included in the Student Handbook as well as the District's Acceptable Use of Technology Policy, which both the students and parents sign at the beginning of the school year. Mr. Werbowsky and Ms. Erb also talk to students regarding the cell phone guidelines at the beginning of classes in the fall.

The WHS Administrative Team recommended revisions to the guidelines, particularly as it relates to enforcement. The Committee requested that the parenthetical phrase "(unless authorized by an instructor)" remain in the Cell Phone Use section.

WMS Cell Phone Guidelines:

John Meyer reviewed the Middle School's Cell Phone Guidelines and data relating to violations. The guidelines are similar to the High School's, except the Middle School does not give habitual violators in-school or out-of-school suspensions, instead three days of Students Working Alongside Teachers (S.W.A.T.). Because 5th and 6th grades are not able to use their cell phones

at all (they must remain in their lockers), it was an easy transition for 7th grade. However, 8th grade was a little more of a challenge. A main focus next year will be teaching digital citizenship which consists of appropriate behavior/usage, expectations, and being a responsible student.

Learning Management System (LMS):

Steve Thomaschefskey presented information relating to the implementation of a new Learning Management System which houses all resources for teachers and students in one place – notes, documents, curriculum, videos, assessments, etc. The LMS would replace Google Classroom and the goal is to have this in place by the fall. An LMS is a teaching and learning tool, not a student data warehouse (like Infinite Campus).

Adjournment:

A motion was made by Steve Hackett and seconded by Betty Manion to adjourn the meeting at 2:29 p.m. The motion carried unanimously on a voice vote.