

**Teacher Advisory Council**  
**1.12.16 – 3:30 p.m.**  
**Minutes**

**Present:**

Cartner, Larry (Superintendent)  
Bundy, Christy  
Prayer, Jessica  
Banks, Dena  
Hinton, Joycelyn  
Santana, Myraida  
Walton, Carolyn

Simmons, Dan  
James, Jennifer  
Davis, Linda

Meiggs, Dianne  
Sanders, Joanne

Dr. Cartner welcomed the group and provided time for individuals to review the responses to questions/concerns that had been submitted prior to today's meeting.

Dr. Cartner discussed the question submitted which read, "Why are jobs not being posted about support staff opportunities? Several staff in the district have new jobs however qualified staff members are not being given the same opportunity to advance due to no posting."

Dr. Cartner explained that in cases of employee transfers there is no requirement to advertise. He explained that a series of transfers had occurred in Central Services clerical positions (employee retired, current "in house" clerical transferred to that position, another current "in house" transferred to that person's position.) The transfers were done due to specific skills/experience of the individuals. What will now be open is a receptionist position and that vacancy will be advertised. He said there is nothing secretive about internal transfers and many times it means a position is being absorbed and not filled. He reiterated that there is no requirement to advertise internal transfers, but the system does have to advertise if there is a vacancy. A good analogy is to think of what happens when a principal transfers an employee within the school, creating a vacancy elsewhere in the school. If the position is lost, then a transfer solves the problem, and there is no vacancy. If a vacancy is created by the transfer, then that vacancy is advertised.

Prayer reported on her group's work analyzing the following question from the June 2015 Teacher Survey: "If Central Office is reorganized, what changes do you believe would be the greatest importance for helping teachers?" She reported on recommendations and concerns as follows:

- Help Desk/Handbook for Staff (recommendation)

- Benchmarks (concern that they are computer tests and EOGs are paper/pencil for elementary) – Meiggs and Sanders responded to this concern. It was shared that this concern could be addressed during grade level meetings held at the district level and opportunities for feedback/evaluation are provided at those meetings.) Prayer suggested another survey be administered regarding benchmarks and Dr. Cartner indicated he did not mind administering another survey, but questioned if this is a school level issue vs. a district level issue.
- Update on “who does what” (recommendation)

There was continued discussion regarding benchmark tests and test administration issues in general.

Davis reported on the work her group did on the analyzing the same question as Ms. Prayer from the June 2015 Teacher Survey: “If Central Office is reorganized, what changes do you believe would be the greatest importance for helping teachers?” She reported on recommendations and concerns as follows:

Comments from H. L. Trigg regarding the question were:

1. Transparency
2. Central location for teacher resources
3. Early notification of assignment for school year (where/what will I teach)
4. Student cumulative folders (can paper copies be done away with)

Transparency is being addressed and should no longer be a concern.

Dr. Cartner responded that he will share #3 with principals, ultimately it is their call. He did state he estimated less than 15 teachers system wide would not know on August 1 what they would be teaching for a school year.

There was discussion about PowerSchool and student records regarding #4.

Dr. Cartner indicated that #2 is a good idea and that he was fortunate to have a teacher resource center in his beginning teacher years, but asked would the district be wise to invest in the old way of doing things (centralized teacher resource center) when the state and school systems are heading in a different direction by making resources available online. The group discussed SchoolNet and Canvas as resources that are available.

The group discussed Question 6 from the Teacher Survey which read, “When evaluating our core mission of student achievement how do you rate your school?”

Dr. Cartner indicated there was a discrepancy in the responses between “school” and “district.” He shared that it is human nature to believe we are doing the best job we can until we take the time to sit down, open our heart and think about “could I do this better or differently?” He encouraged everyone to think about what they could do to improve. He discussed the need to get past defensiveness and embrace the word “improvement.”

Dr. Cartner asked TAC members to share with their colleagues that he is pleased with how teachers and schools have responded in the last six months – he knows it has been hard and he appreciates everything that is being done and how it is being done.

Dr. Cartner thanked the group for engaging in the exercise of reviewing the Teacher Survey Responses and indicated it was helpful for him.

Dr. Cartner asked for questions/concerns.

Prayer thanked the maintenance team for its work in making sure Northside has heat.

Davis thanked the maintenance team for making sure HLT has custodial help while the custodian is on medical leave.

Dr. Cartner shared the he will have draft 2016-17 school calendars to share at the next meeting. He discussed scheduling constraints based on the calendar law.

Dr. Cartner asked the group to encourage staff and parents to attend the Community Forums scheduled to provide input for the Strategic Planning Process.

The meeting adjourned at 4:30 p.m.