

GenNET ITV Teachers' Meeting Minutes

January 30, 2020 - 3:15-4:00 pm



PRESENT: Sandra Attansio: *Linden*, Julie Clarkston: *Lake Fenton*, Jessica Craig: *GISD/Davison*, Cynthia Decker: *Grand Blanc*, Martin Jennings, *Genesee ISD*, Rebecca Malmquist: *Bentley*, Jennifer McKay: *Bentley*, Renae Muzer: *Fenton*, Bret Stone: *Bentley*, Donovan Tear: *Bentley*, Laura Sturgess: *Bentley*

ABSENT: Karly Blandford: *Linden*

Sending Site for Meeting: **Bentley HS.** **Receiving Sites:** *Grand Blanc HS, Lake Fenton HS, and Linden HS*

LINK TO AGENDA: tinyurl.com/ITVTEACHERS2020

1. Welcome

- A. Meeting called to order at 3:15 pm
- B. Teachers shown **GenNET ITV Teachers'** [information link](#)
- C. Draft schedule was discussed based on local district requests for GenNET courses they would like to participate in at their schools
- D. The ASL 1 and 2 courses on the schedule were discussed.
 1. Instructors requested a second look at option to have current ASL I students at remotes sites be able to have the same instructor for ASL II during the 2020-21 school year.
 - a) Jenny McKay and Jessica Craig offered to work with Martin Jennings to work on the schedule to make this feasible.
 - b) Martin suggested the adjustment to accommodate ASL 1 and 2 be worked out in time for HS Principals and Counselors to view at the February Principals and Counselors' Meetings.

2. First Semester Break-Throughs and Successes

- A. General positive responses about how classes were going.
- B. Counselors have been very receptive to helping GenNET Instructors with making students were placed in the ITV environment this year to be successful
- C. Some instructors have been able to go to receiving sites to send classes and that has been a good impact on the relationship with students
- D. Martin complimented teachers on their professionalism and organization on a day-to-day basis that can be seen on the monitor in the TMS EdTech area which can see and support all teachers should they need support for class

3. New students, new classes for second semester

- A. Student movement to other classes and second semester classes
- B. Teachers were reminded:
 - 1. If a student drops a course, but the instructor only has information from other students in the class, the student cannot be dropped.
 - 2. Counselors must confirm the dropping of students as it may have an impact on invoicing later to local districts sending courses.

4. Second Semester - TO-DO List

- A. Breaks and Marking Periods
 - 1. Reminders about upcoming Presidents' Day Weekend and Balanced Calendar sites with intercession coming up in February
 - 2. Reminder about the Progress Report coming up.
 - a) Progress Report Period Ends on 02/14/2020. Grades to be sent 02/17/2020

B. 2019-20 ITV Teacher Pictures

- 1. Martin will be sending schedule for pictures of instructors to be taken during the week of February 10-14
- 2. Photos will be of instructors and students to update current instructors. It has been two years since photos were taken
- 3. Instructors were reminded to be sensitive to those who completed the photo/video release forms so students who are unable to be photographed are not during the photo sessions during classes.

C. End of 2019-20 Year Planning

- 1. TMS will provide:
 - a) Last days of school for seniors for all instructors
 - b) End-of-Year Evaluation for students to complete with feedback about their courses. **Evaluation for students will take place the week of May 4-8 2020**
 - c) All grades will be due for all underclassmen by June 5, 2020
 - d) Courier will make final run to collect boxes and bring them back to The Davis Education Center

D. 2020-21 Planning

- 1. Instructors were asked to provide ideas about what they would like to see for the 2020-21 school year in terms of processes, enrollment, updates, support and communication.

E. 2019-20 End of year Evaluation

- 1. Suggestions for input and ideas based on [previous evaluations](#).
- 2. For new questions, instructors have been asked to add items to the a [collaborative document](#) that is set up for this purpose.
- 3. Any new ideas should be submitted by March 2, 2020 so they can be considered and/or added to this year's evaluation students will complete.

5. 2020-21

A. Promotion of ITV Courses for 2020-21

1. Flyers have been sent to counselors to place in all GenNET ITV classrooms.
2. Instructors are requested to ask students if counselor has delivered the flyers to the GenENT ITV room
 - a) The number of flyers sent matches the number of ITV students who are in the GenNET ITV room at each site.
 - b) Counselors were provided with 25 additional flyers to distribute to students who are interested in participating in a GenNET ITV course for the first time.
 - c) Instructors have been requested to take time at the top of a class period to to over the flyers with the students to talk about the 2020-21 course offerings.

B. Current GenNET Draft Schedule: [CLICK HERE](#)

1. Subsequent drafts of the schedule will be provided every three weeks after changes are made.
2. Next draft of schedule will be provide to counselors, principals and ITV instructors on or before February 18, 2020
3. GenNET sites will begin requesting numbers of seats for their students beginning in early March through June 12, 2020.
4. GenNET sites will be able to start enrolling specific students into courses beginning in late April or early May, through the end of June.
5. During the summer, all students who were enrolled by counselors at local sites will be imported into GenNET Synergy ITV.

C. Meeting adjourned at 4:19 pm.