

ES Teilkonferenz - Faculty Meeting

John F. Kennedy School
Summary for Parent Council
28.9.22

Verein

Verein appealed to staff to communicate Verein's purpose/benefits to elementary school parents and encourage membership. Verein is receiving more requests for direct assistance from families.

Religion/LK

The division of Religion and LK departments should not result in a change in student experience but parents may need help to understand points of contact for these classes. Religion and LK chair names were noted in the September school bulletin. Religion teachers substitute for one another and LK teachers substitute for one another. In the case of too many simultaneous absences where they cannot cover each other, these class sessions become supervision, not substitution. Class content in this division must be presented by specific teachers.

NEASC

Visit scheduled for spring. Subcommittees are up and running.

Equity Committee

Zootopia movie night: 11/16, 6 p.m. with a bake sale run by Student Council. Movie to be followed by age-appropriate discussion sessions.

Student Files

Student files are in the process of being audited/organized. Reminders given to teachers about how to properly file information and the importance of file integrity. The Zeugnis is a legal document. It is especially important to have the files in order at all times so that when students move to other schools, everything can be shared efficiently. ES Office staff are available to assist.

Red Emergency Folders

Folders containing information for students with health support tasks (for example: diabetics) and allergies should be maintained in all homerooms. This enables substitutes to easily review/access information. The issue of subject teacher (non-homeroom teachers + classrooms) access to this information was raised. This information is also available in the ES office.

Supervision and Substitution

Teachers with COVID are out from 5 to 10 days, there are four COVID-related absences right now, not counting those absent due to family members with COVID. A reminder was given about the process to notify the substitution team.

There was a request to remind students to observe split lists as needed. Some students are panicking and running to the ES office.

It was noted that staff are not always attending or standing in the correct place for supervision sessions. A reminder was given that subject teachers currently have two scheduled supervisions per week and contractually are allowed to be assigned for up to three (up to 80 minutes per week). Three supervisions on the ES schedule would total 75 minutes, so extra supervisions may be assigned as needed to cover other absences. A reminder was given that EC through grade two classes should NEVER be left unattended.

WebUntis

Webuntis is up and running, and most teachers are using it. A reminder was given for those who haven't started yet. The ES Parent rollout is scheduled for mid-October. Parent-teacher conferences for grades 3-6 will be scheduled through WebUntis. Registration for conferences will take place the week of 10/17.

Behavior Expectations and School-wide Agreements

Extended admin are working to revamp/update/neutralize language to encourage safety and community-building.

Fire + Safety + Food Committee Volunteers

Call for Volunteers:

- Staff rep on food committee- individual volunteered
- Safety committee- individual volunteered
- Fire- no volunteer. Administration will follow up to see what happens in this case

ES Project Day

Teacher gauging interest in bringing this back (it's been on hiatus since COVID). Suggestion to have a "respect day" where students are encouraged to engage with/have some ownership of school-wide behavior expectations. Benefits of students working with other grade levels discussed.

Open Forum

Chrome Book Usage- Reminder to monitor chrome book usage. Many "savvy" students, some appear to be accessing inappropriate material or at least eager to close browser windows when approached. It was suggested that students be reminded (regularly?) that their history can be tracked.

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