

DRAFT

**AMPHITHEATER PUBLIC SCHOOLS
Tucson, Arizona**

MINUTES OF THE ADVISORY COMMITTEE REGARDING HIGH SCHOOL INSTRUCTIONAL TIME

Place, Date and Time of Meeting

Wetmore Center, 701 W. Wetmore Road, Leadership and Professional Development Building, Tucson, AZ
85705, September 13, 2016 at 5:00 PM

Committee Members and Facilitators Present

Joe Paddock, Director of Interscholastic Activities
Mike Robinette, AEA Representative
Tassi Call, Facilitator and Co-Chair
Wendy Biallas-Odell, Facilitator and Co-Chair

Canyon del Oro High School:

Paul DeWeerd
Carol Trejo
Sandy DuPlain
Nina Godlewski
Stephen Rothkoff
Sarah Stuart

Ironwood Ridge High School:

Kersten Kremer
Hope Goldsmith
Paul DesJarlais
Susan Williams
Jenny Een

Amphitheater High School:

John Lansa
Deborah Ingram
Marian Johnson
Lisa Millerd
Eric Rossi

Committee Members and Facilitators Absent

Amphitheater High School:

Vanessa Ruiz

Ironwood Ridge High School:

Natalie Burnett
Christian Sandoval

Canyon Del Oro:

Mitch Bohenkamp

Others Present

Tina Mehren

Karen S. Gardiner, Administrative Assistant to the Governing Board

Call to Order

Ms. Call called the meeting to order at 4:59 PM and asked all in attendance to rise for the Pledge of Allegiance.

Pledge of Allegiance to the Flag

Facilitators and Co-chairs Ms. Tassi Call and Ms. Wendy Biallas-Odell

Welcome and Roll Call

Facilitators and Co-chairs Ms. Tassi Call and Ms. Wendy Biallas-Odell

Ms. Biallas-Odell welcomed guests and Advisory Committee Members. She introduced herself and Ms. Biallas-Odell as the Facilitators and Co-Chairs of the committee. Ms. Gardiner led roll call to verify attendance.

Announcement of Date and Place of Next Advisory Committee Meeting

Tuesday, September 27, 2016, 5:00 PM - 7:00 PM, 701 W. Wetmore Road, Leadership and Professional Development Center

Ms. Biallas-Odell announced that the date and place of the next Advisory Committee meeting is Tuesday, September 27, 2016, 5:00 - 7:00 PM, here in the Leadership and Professional Development Building. The meeting schedule, as well as information regarding the Committee and meeting minutes, are available on the Amphitheater website at www.amphi.com, under Quick Links, Advisory Committee Regarding High School Instructional Scheduling.

1. PUBLIC COMMENT¹

There was no public comment.

Ms. Biallas-Odell announced some housekeeping before getting started. The Advisory Committee is an official committee of the Governing Board and as such who is speaking and, as much as possible, what is said needs to be noted. In order to maintain good order during discussion and questions Committee Members should raise their hand to be acknowledged by the facilitators and speak in turn as acknowledged. As a reminder, there is a microphone at each table. Whenever a Committee Member has raised their hand and has been recognized to speak or ask questions, please assure the microphone gets passed down to the speaker. Speakers, please use a microphone. This is necessary for the official recording of the meeting, for the minutes notes Ms. Gardiner is taking and so that you can be heard by everyone.

2. AGENDA

A. Review of Group Norms

Board Book Information: *Since the Advisory Committee has experienced some change in membership since its inception, the norms agreed upon at the August 2, 2016 meeting will be reviewed for the benefit of all Advisory Committee Members.*

Advisory Committee Norms

1. *Begin and end on time.*
2. *If you are unable to attend, or will be late, call or email Ms. Gardiner as soon as possible.
(696-5158 / kgardiner@amphi.com)*
3. *Raise your hand to speak.*
4. *Be present. No cellphones or sidebar conversations.*
5. *Respect each other and the process of the Committee.*
6. *Understand there is no rank among Committee Members.*
7. *Contribute perspectives and interests openly.*

8. *Keep an open mind and accept alternative points of view.*
9. *Check for impact on students, learning and the organization.*
10. *We do not have the equipment necessary to provide interactive, telephonic participation in a large group setting.*
11. *A quorum (13 out of 24) of the Advisory Committee is required if there is a vote on a recommendation. For receiving and discussing information, a quorum is not required.*

[<https://v3.boardbook.org/Public/PublicAgenda.aspx?ak=1000433&mk=50215414>, Item 2.A.]

Ms. Biallas Odell introduced the first item, Review of Group Norms. She read the Group Norms and then asked if there were any questions or comments regarding the Group Norms.

Mr. Mike Robinette of IRHS asked if the Review of Committee Purpose and Charge could be moved up before the Sleep Study presentation. Ms. Call noted that the items are in a specific order. Then Ms. Sarah Stuart of CDO asked for a clarification saying that a review of Group Norms was done so shouldn't the Purpose and Charge be moved up. Ms. Call clarified that the Purpose and Charge will be reviewed before breaking into groups. The review is pertinent to the group activity.

B. Presentation of Sleep Study Information

Board Book Information: *Mr. Mike Bejarano, Chief Academic Officer of Secondary Education, will present information on the American Academy of Pediatrics' recommendation regarding sleep for high school age students. This information is provided for the Advisory Committee's orientation to and understanding of how changing the start time of high school to a later time would affect high school students' health and academic performance. And, also the effect a later start time would have on master schedules and instructional hour considerations.*

[<https://v3.boardbook.org/Public/PublicAgenda.aspx?ak=1000433&mk=50215414>, Item 2.B.] (Exhibit 1)

Ms. Biallas-Odell introduced Item 2.B. and asked Mr. Bejarano to present information from the American Academy of Pediatrics (AAP) regarding their recommendations on sleep for high school age students in relation to start times of school.

Mr. Bejarano showed a PowerPoint presentation reviewing information regarding the American Academy of Pediatrics guidelines for sleep. Previously a committee in the District had studied and gathered information regarding sleep, later school start times and how stakeholders felt about a later start time. Teenagers between the ages of 13 and 18 should sleep 8 to 10 hours. Children function better cognitively with more sleep. It means a bright, alert student ready to learn. The benefits of sleep were covered. Some of the negative effects of lack of sleep include obesity, hypertension, anxiety, etc. How much of those effects are due to lack of sleep and how many are due to other factors depends on the individual. Students can experience less sleep due to schedules, biological changes and use of electronics (internet and social media). The AAP recommends that teens and parent be educated about healthy sleep habits including media curfews. They also recommend educating parents, educators, coaches and others about biological and environmental factors that contribute to insufficient sleep. As students hit puberty their biorhythms change and their bodies want to stay up, but they still need rest. Reducing technology usage and turning off screens 1 - 2 hours before going to sleep is highly recommended. The AAP has suggested start times. This is a trending issue across the nation. For instance, Durham, NC has implemented a later start time and is studying what it is costing their district. Most are suggesting an 8:30 am start time, some are suggesting 9:00 am. However, extracurricular activities have to be taken into consideration. If the time is pushed back later, students can still choose to stay up later and not get enough sleep. Mr. Bejarano then asked if there were any questions.

Ms. Hope Goldsmith of IRHS asked if the committee that conducted the Sleep Study came to a consensus regarding the topic. Ms. Bejarano stated that their task was to gather and review information.

Ms. Tina Mehren asked how many members of the Advisory Committee were on the Sleep Committee. Several Advisory Committee members raised their hands. Ms. Mehren stated that there was never a recommendation to

start later for all students. She stated that it was not about start time, it was about duration [of classes]. She reiterated that it was about duration not start times. Ms. Mehren claimed that the committee went down the wrong path as it was not about start time, it was about duration.

Mr. Bejarano said that later start times were discussed. It was about getting more rest and sleep, and later start times. Then the committee talked about other things as well.

Mr. Jon Lansa of AHS said that he has the notes from that committee with him and it was about start and end times and what impact later start times would have. Ms. Mehren stated that it [the previous committee] was set up to fail. She then said this committee [Advisory Committee Regarding High School Instructional Scheduling] is about duration. She commented that no high school should begin before 8:30 am. Ms. Sandy DuPlain of CDO said that the agenda from the original meeting [of the Sleep Study committee] states the same thing that Mr. Lansa pointed out.

Ms. Goldsmith said that start time and end time does matter. Ms. Mehren said there is a tendency to over generalize. We [the Advisory Committee] want to focus on duration [of classes].

Ms. Marian Johnson of AHS asked if the Sleep Study committee found an advantage to starting later. Mr. Bejarano said that they came up with no recommendation. More sleep makes students more alert and there are articles that refer to that.

Ms. Lisa Millerd of AHS said she didn't want to muddy the waters; however, she brought in an article about driving while drowsy. There was a 14% decrease in crashes [among students] in another region after pushing back school start time. We need to look at all pieces.

Ms. Robinette addressed Mr. Bejarano saying it was mentioned that the previous committee presented information to the Superintendent and he asked what the purpose was. Mr. Bejarano said he did not have those minutes with him. The committee was not given a charge. They were to provide information and what the stakeholders thought about that information. Mr. Robinette asked what the information was that was submitted. Mr. Bejarano replied it was the data they had captured about more sleep, later start times and what people thought about a later start time. Mr. Robinette asked what happened and if they heard back. Mr. Bejarano said the committee did not hear back.

Ms. Goldsmith commented there was a group of parents and students who gave their opinion. Mr. Bejarano said it was about sleep, bell schedules, transportation schedules, etc. They did not know if a change would be made or not. Ms. DuPlain noted that there were students on that committee. They talked about the impact; unlit fields for athletics, after school activities, siblings to care for, etc. It was a gathering of information.

Ms. Carol Trejo of CDO shared that her children go to bed at 9:00 pm and they are involved in extracurricular activities. She is not sure what the issue is with others. She has a friend whose daughter goes to bed at 3:00 am.

Ms. Mehren again commented that the issue is not start time, it is instructional hours.

Board Book Note: *The Governing Board's charge to the Advisory Committee Regarding High School Instructional Scheduling is to: research existing high school start/end times and the amount of instructional time at each high school and to examine and understand current practices and the impact of any change upon a list of areas. At the Board Meetings of January 12, 2016 and January 26, 2016 multiple speakers spoke in favor of later start times during Public Comment resulting in the Board charging the committee to study later start times as well as instructional hours. A reduction of instructional hours would entail shortening classes which could in turn result in a change in either the start time and/or end time of the school day as well.*

C. Review of Committee Purpose and Charge

Board Book Information: *At the May 23, 2016 organizational meeting of the Advisory Committee Regarding High School Instructional Scheduling, the Committee's Purpose and Charge from the Governing Board was given. The Purpose and Charge will be reviewed to focus Committee Members on the goals of the Advisory Committee as they analyze information that has been presented, discuss options and begin formulating recommendations.*

[<https://v3.boardbook.org/Public/PublicAgenda.aspx?ak=1000433&mk=50215414>, Item 2.C.] (Exhibit 2)

Ms. Mehren asked about surveys. What would the process be, how would it be written, how would it be conducted and data gathered. The Facilitators said that when the recommendation(s) are presented to the Board, They will do surveys. The District has done surveys before using software like SurveyMonkey. They can be open ended questions, multiple choice, etc.

D. Collaborative School Groups

Board Book Information: *After the presentation of Sleep Study information Advisory Committee members will break out into school groups to discuss the information presented following a facilitated protocol.*

1. What additional questions do you have?
2. Based on your current schedule what works well for your students?
3. Based on your current schedule what, if any, changes would you recommend to better meet the needs of your students?
4. Based on questions two and three what would your recommendation be for your high school?

[<https://v3.boardbook.org/Public/PublicAgenda.aspx?ak=1000433&mk=50215414>, Item 2.D.]

Ms. Call announced that the Advisory Committee would break out into school groups for 45 minutes to discuss the four questions keeping in mind the Committee's purpose and charge. Afterwards, the respective groups will present their answers and ideas.

E. Collaborative School Group Reporting

Board Book Information: *After Advisory Committee members break out into school groups for discussion they will report their findings to the Advisory Committee as a whole.*

[<https://v3.boardbook.org/Public/PublicAgenda.aspx?ak=1000433&mk=50215414>, Item 2.E.]

Below are the highlights from their lists that each school presented from their notes. The full notes from each school group will be prepared and presented at the September 27, 2016 meeting.

IRHS

- Missing data, have not looked outside District to see the options
- Subtext we are not all in on
- Ramifications and fall out from 6/6/5/5 class per year arrangement, financial information not clear
- What do we report to the Board? There are two meetings left to do a survey
- Is it about duration?
- Conference periods work well, extra-curricular outside school have high expectations
- Change entitlement of Seniors to only take 4 classes in senior year
- Not every high school in the District needs the same approach
- Start and end time, conference at end of day, not miss class, mentoring
- Reduce class minutes to add collaboration time, the attention span is lower, classes 50 minutes maximum
- Transportation is clear, it's what we do with the middle time

CDO

- Is there more information on pedagogy?
- Why would credits increase if just redistribution how many classes are taken in each year?

- Clarification on financial information
- What is current loss?
- Would a later start impact open enrollment?
- What works for CDO may not work well for the other high schools. 8:20 am start works well.
- Block classes work well, 2d hour is not the best for learning. Block Tuesday, Wednesday and Thursday.
- 40 minute lunch is good
- Clubs before school works well
- Recommendations: Reduce, condense, max hours 150-160, move tutorial, more planning time. Teachers and students optimize with quality time.

AHS

- Additional questions - missing start time impact on academics.
- What works well [for AHS] is consistency; a simple, day-to-day schedule.
- AHS students come from all over, open enrollment, city bus travel impacts. Start time aligns with that.
- Early outs largest bonus for our staff. Have to be creative to get them.
- Longer lunch (only one right now), club, tutoring. Later may change lunch. Give teachers a real lunch if add time at end of day for tutoring.

Recommendations: Biggest impact on class and academics is absences in 7th period due to sports; one or two a week. Shortening lunch by 5 minutes, shortening passing periods to 5-6 minutes and shortening breakfast at the beginning of the day (minutes aren't all breakfast), we could get end time to 3:10 pm. Can't control or change the sports times. Keep our instructional minutes; we don't want to lose them.

Ms. Jenny Een of IRHS asked if AHS has a closed campus. Mr. Lansa said it is open campus for Juniors and Seniors and if they shorten lunch it will be more of a problem.

Ms. Stuart commented that Food Service presented that they are looking for more breakfast in the classroom because it is more cost effective. It we count it toward instruction there has to be some flexibility. Mr. Lansa replied that there is 15 minutes for breakfast. It counts as instruction, attendance taking, mobility, etc.

Ms. Mehren had question for the chairs. She was not at the August 30th meeting when presentations were made and asked when minutes for August 30th would be ready. The Facilitators said that they have a list of questions and can get answers on the presentations. (Presentations are posted in BoardBook.) Ms. Millerd said they needed the information on the presentations. Ms. Gardiner pointed Advisory Committee members who were absent on August 30th to the BoardBook online in which all presentations are attached. Meeting minutes for August 30th will be presented at the next meeting.

Ms. Een expressed that she is worried about the number of meetings left. Mr. Robinette made the recommendation that instead of the Facilitators [Ms. Call and Ms. Biallas-Odell] being the "middle men" [gathering and then providing answers to their questions] that Mr. Little come back to present information and answer questions. The Facilitators said yes, Mr. Little can come back. Send the questions for Mr. Little to them so they can provide them to him beforehand. Ms. Mehren asked if they could get an audio of the August 30th meeting. Ms. Gardiner responded that technology department ran into problems with the microphones picking up on the audio recording system that day and the recording was bad. A copy could be made but the recording was very poor.

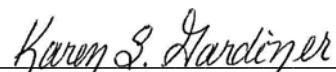
PUBLIC COMMENT¹

Ms. Call asked if there was any public comment. There was none.

The Facilitators reminded the Advisory Committee that the next meeting is Tuesday, September 27th, 5:00 to 7:00 pm. The Committee was asked to email Ms. Call and Ms. Biallas-Odell with any further questions about the presentations they would like answered.

ADJOURNMENT

Ms. Call adjourned the meeting at 6:48 PM.

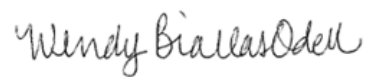


Respectfully submitted,
Karen S. Gardiner,
Administrative Assistant to the Governing Board



Tassi Call, Facilitator and Co-Chair

TBD
Date



Wendy Biallas-Odel, Facilitator and Co-Chair

TBD
Date

Approved: TBD