



Castleberry Independent School District

5228 Ohio Garden • River Oaks, Texas 76114-3729 • (817) 252-2002

June Ritchlin, Ed.D., Executive Director of Educational Leadership

CASTLEBERRY ISD DEIC

February 28, 2022

Minutes

DEIC Members in Attendance: June Ritchlin, Gabby Varela, Rebecca Brady, Chris Keefer, Jean Koch, David Smith, Oleta Ansley, Kelly James, Nadine Mihalicz, Adela Hernandez, Tracy Schaueremann, Jessica Wade, Abigail Crawford

1. District of Innovation- Dr. Blanchard

- a. Dr. Ritchlin welcomed everyone to the February DEIC Meeting. She introduced the Guest Speaker, Dr. Myrna Blanchard, Executive Director of Talent Acquisition. Dr. Blanchard reviewed the District of Innovation renewal plan. Dr. Blanchard reviewed the exemptions we would be renewing and the additional exemption proposed.

- i. Probationary Contracts:

- 1. Current guidelines: newly hired teachers that have been in public education for at least 5/8 years receive a probationary contract that cannot exceed one year.
- 2. Proposed Exemption: Permit district to issue a probationary contract for a period of up to two years for certified educators.
- 3. Rationale: A one-year probationary contract may be insufficient in determining a teacher's effectiveness in the classroom.

- ii. Class size waivers

- 1. Current guidelines: K-4 ratio of 22:1; when class exceeds this, a waiver must be submitted to TEA.
- 2. Proposed Exemption: Waiver will not be submitted if class size goes over 22:1 in PK-4.
- 3. Rationale: continued growth and mobility lead to changes throughout the year in class size, so this would eliminate notification and approval process (though they have always been approved).

- iii. Alternative Location minutes

- 1. Current guidelines: REACH students are required to meet the 75,600 minute requirement for the school year which limits the flexibility needed for non-traditional students. Currently CISD requests a waiver from the Commissioner of Education to meet this requirement.
- 2. Proposed Exemption: Permit district to include various options for completing our alternative education program in order to graduate



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3. Rationale: Programming would continue to focus on alternative quality programming and cost savings, designed to meet the needs of at-risk students without having to apply for a waiver.
2. [Teacher Incentive Allotment](#)- Dr. Blanchard Teacher Incentive Allotment process to the DEIC including:
 - a. Purpose
 - b. Components
 - c. Designation Levels
 - d. State Requirements
 - e. Approval Process
 - f. Timeline
 - g. Allotment Calculations
 - h. Eligibility
 - i. Payout
 - j. CISD Implementation Plan
3. Student Handbook and Code of Conduct- Dr. Ritchlin & Dr. Blanchard

Dr. Ritchlin explained that DEIC would begin working on the Student Code of Conduct and Handbook. Dr. Blanchard introduced the TASB model Student Code of Conduct and Handbook and explained these models have been developed for our school district by TASB and have incorporated our local and legal policy. Dr. Ritchlin asked that all members become familiar with the TASB models and the current Castleberry ISD Student Code of Conduct and Handbook prior to the next meeting.
4. School Calendars 2022-2023 – [voting results](#)- Dr. Ritchlin
 - a. Dr. Ritchlin reviewed the voting results for the 2022-2023 calendar. Calendar A received the majority vote by both parents and staff. Calendar A was presented at the last board meeting and approved by the board for the 2022-2023 school year.
5. District Improvement Plan (DIP) Update - Dr. Ritchlin
 - a. Dr. Ritchlin reviewed the District Improvement Plan update that was presented to the school board during the last board meeting. The update included progress toward goals outlined in the DIP.
6. Drop Out Prevention- Dr. Ritchlin
 - a. Dr. Ritchlin reviewed the steps taken to prevent dropouts in Castleberry ISD including:
 - i. Increasing student attendance
 - ii. Credit recovery
 - iii. Conducting leaver investigations
 - iv. Complete Student Attendance Review Team Plans
 - v. Monitoring the progress of identified “high-risk” families



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- vi. Compiling evidence for court action
- 7. New Teacher Survey- Dr. Ritchlin
 - a. Dr. Ritchlin reviewed the results of the New Teacher Survey
 - i. Some Strengths Notes: Instructional support, campus classroom Look Fors, Data Driven Decision Making, Two Way Communication, Trust and Mutual Respect, Communication with Campus Leadership, Valuing Teacher Input
 - ii. Some Areas to Address Notes: Inconsistent PLCs, opportunities to observe, classroom mentors, discipline expectations, sufficient training, differentiated professional learning
- 8. **NEXT MEETING** Dr. Ritchlin reminded everyone of the next meeting scheduled for Monday, March 28, 2022, 5:30 PM– 7:30 PM