1. Conperey Primer 2021 - 2022

For Revision

Add Honor Code

Add Data Privacy Policy

Delete MELCS, following Deped CG

2. Teacher's Orientation for SY 2020 - 2021

To Orient

Curriculum Mapping *(based on CG instead of book)*	Cher Bry will echo INSET & teach 4Ds
Teacher Work & Schedule	What to do Mon - Thurs, especially Friday
Aralinks	Need to schedule training
Cheat Sheets	Make Common references teachers will need
Filmora	Assistance from Multimedia Group (Cher Marlou & Euneil)

All: Confused by curriculum mapping for Junior HS. We'll follow the CG (not MELCs or book).
Cher Liza: Follow Sir Rapatan's schedule: MTh (S), W (checking break), TF(A).
Cher Chan: Aralinks has new features we didn't have access to before.
Cher Bam: Make cheat sheet/ guide package for teachers (ie usable edtech resources)
Cher Chan: Filmora Orientation + start a Conperey Youtube Channel to compile resources.

3.Teacher Support & Assistance for SY 2020 - 2021

To Do

Classroom Observation & Monitoring	Coordination among coordinators for concerns & improvements, good practices
	Frequent direct, informal observations
	Immediate assistance for improvement
	Revise classroom observation tool
EdTech Tools	Shared Catalog of What EdTech Tools to Use for Classroom

Cher Bam: Put in place academic coordination for immediate teacher assistance
Cher Liza: Classroom observation tool needs to be revised.
Cher Judy: Low familiarity with edtech tools especially in elementary, need to be known to all the teachers.

4. Supreme Student Government

To Have

Elections of SSG	Need to do announcements, declaration of intention to run, Online campaigning and voting
Peer Tutoring (Pilot Program)	SSG could organize voluntary peer tutoring for JHS from SHS & Alumni
Teacher Advisors for SSG	Need to have at least 3 advisors, with 1 advisor readily available always.

4. Supreme Student Government (cont)

SSG Budget	SSG will have a budget, and need to have proposals passed.

Cher Chan: Elections should be held before Sept 13 (first day of classes) because busy na after then. Peer tutoring must be an SSG project.
Cher Liz: Peer tutoring should be a pilot program first. Also need at least 1 advisor who is always on-hand
Cher Bam: We have raised some budget na for the SSG.
Cher Liz: The budget still needs to be systematized and institutionalized from the school itself

5.PTA Elections

PTA Elections	Need to be held per homeroom.
	Parents support and PR is badly needed.
	Faculty Club could also propose projects if amenable.

Cher Liz: Cher Dan says PTA is most important linkage for school support and stability, we never take advantage of it.
Cher Bam & Cher Chan: Giving students scholarships would be a good project for the PTA as well.

6. Faculty Club

Project Proposal for this SY	Give Faculty Club the power to be active this year

Cher Bam: Some budget (10K) has been raised for the Faculty Club. If possible, relate project proposal to Sustainable Development Goals (haha)
Cher Chan: Can we not request PTA fund to be contributed to Faculty Club?
Cher Liz: Big amount of money since its P100 per student. Need to ask for PTA consent first, can be done if we have PTA elections.

By **loyferra**
cheatography.com/loyferra/

Published 7th August, 2021.
Last updated 7th August, 2021.
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7. Teacher Mental Health & Well-Being

To Do

Quarterly Teacher's Day	teambuilding activities (cooking, hiking)
Meal Budget Allocation for Teachers	teachers cook their own food, TLE as kusina

Cher Chan: Assign teachers to head teambuilding activities given their interests, so they could prepare in advance.
Cher Bam: Link with Aklan Trekkers for hiking guides in Malay; Conpereynian teachers need nature exposure

8. Grading & Awarding

Quarterly Release of Grades & Semestral Awards	Prompt pre-release of student grades each quarter, mark students INC
	Semestral awards should be held
Fair Grading Policy	Immediately identify students who should be remediated.
	Interventions: 1.) videos 2.) peer tutoring via SSG 3.) final resort: teacher assistance in school (with Division permit)

8. Grading & Awarding (cont)

	Students who still have INCs despite these interventions will get demerit.

Cher Chan: Pre-release of student grades with those lacking requirements marked INC. Grades should already be pre-re-leased in time for compliance week. Could give grades through Conperey website with help from RI
Cher Liz: Students who still have INCs despite going through the interventions should get demerit.

9. Centralized File Names for Documents

Forms & File-Naming of Documents	Forms should be known to teachers and protocol for naming documents known to all
Storage of School Documents	More organized storage of key documents
	Already purchased backup

Cher Chan: Needs to be more organized document-wise. Already purchased back-up for admin so documents stay safe.
Cher Bam: A cheatsheet could be added just for forms and file naming so teachers can already grasp the system.

10. Conperey Alumni Database

Alumni Database	Create a centralized database for alumni for networking: good to invite for talks, conferences and solicit for donations

Cher Liz: alumni would be a big resource for us, we need to tap them and have a database teachers could possibly link with if they need speakers
Cher Bam: would be very good for school PR, and can show students some exemplars

11. For Consideration

Tie Mission to Sustainable Development Goals	Mission in PMVGO is vague and a bit directionless.

Cher Bam: Tried hard to understand what "-continue discovering best way of coping global demands is" but couldn't because it's directionless. We can tie "global demands" instead to the SDGs, so we can have accountability. The infra and background ideas are there already since CILS markets itself as a green school.