

Adelante Academy School Site Council & Governance Team Meeting

October 11, 2022

5:45 p.m- Via Zoom

Attendees:

- Directora Gutierrez
- Marilu Belman
- Nancy Garza
- Wendy Cruz-Alcantar
- Teresa Gonzalez
- Stacey King
- Delia Oseguera
- Eddie Correa
- Stacy Benedict
- Bianca Moreno-Cruz
- Lupe Trujillo

Meeting called to order at 5:52pm

A) [Review/Approve minutes](#)

Upon review of minutes Directora Gutierrez pointed out that Teresa's name was spelled wrong. Delia motioned to approve meeting notes, Stacey King second. No opposition.

Motion carries with unanimous approval.

Eddie Correa (who joined the meeting a little late) pointed out that some action items surrounding COVID counts and communication were left off from last month's meeting notes. The action item that should've been recorded was to go to the district to get COVID counts and share with teachers/families. Suggestion to put that information in the Que Pasa so that families are aware that infections are still occurring.

Note: We don't need to share specifics, we can share "There were 5 cases this week" not who they are or whether they are staff or students.

Directora Gutierrez shared that staff get daily internal emails from the district.

Nancy Garza does not think it is necessary to report it in the Que Pasa. This can lead to bullying.

Eddie also highlighted that Action Items need to be called out in the minutes so they are easily identified.

We will be having a discussion about social gatherings later in this meeting.

The other edit to last month's meeting notes is to change all mentions of Back to School to Bienvenida as all comments were in regards to Bienvenida, Back to school night was on Zoom. Eddie motioned to make the following edits:

1. Change all Back to School mentions to Bienvenida.
2. Clearly identify action items. Ensure that COVID number communication conversation that took place at the last meeting be added because it was something that took up 15+ minutes of the meeting.

Minutes are approved with these edits.

NOMINATIONS - Nominations can only be made by members, and can also nominate oneself.

Nomination for Stacey King for President by Directora Gutierrez
Nomination for Delia Oseguera for Vice President by Delia Oseguera
Nomination for Secretary to be tabled until we review the bylaws.

Directora moves to look at bylaws before we proceed with nominations.

Review of bylaws:

Article 1: SPSA - need to approve the school site goals

Eddie Correa- SPSA is now approved in the winter, we need to get the new date.

ACTION ITEM: Directora to get that information and report back.

Article 2:

2 year terms, who are voting members, membership cannot be transferred, if you cannot fulfill your commitment you must submit resignation in writing.

Article 3:

Officers, descriptions of all meeting minutes, timelines of elections, removal of officers, quorum, etc.

Directora Gutierrez asked for the definition of quorum, it is very vague in our bylaws.

Eddie Correa Quorums is usually 50+1

Directora asked that we be more specific.

Stacey King said that she learned during training to leave it broad to ensure voting can happen even if one or two members are unable to attend a meeting.

Belman asked if there was a situation where we would end up with all but one parent and vice versa during a meeting where a vote were to happen. This would not be fair and equitable.

Stacey said that this has never happened in the time she has been in governance and if the situation were to present itself, and there was something to be voted on we would change the meeting. This is why she asks ahead of time for members to let her know if they cannot make the meeting. If many cannot, the meeting could be rescheduled if needed.

Article 5

When meetings are held. How meetings are publicized, via Que Pasa, morning announcements.

Directora Gutierrez recommended that we add Parent Square and remove morning announcements since we no longer do these.

Eddie Correa, we need to make sure that if we are going to be voting about anything at a meeting it is clearly stated in the notice/agenda.

Agendas can be broad unless we are going to be voting on something. If there is voting taking place it needs to be called out and specific as to what we are voting on.

Questions or comments

Directora Gutierrez, can we add the Definition of Quorum to our bylaws.

Add Parent Square to the notice of meetings section of the bylaws.

Belman asked why there are 6 parents as members.

Directora Gutierrez clarified that Teresa is on Governance as a classified staff representative, not as a parent.

There are three teachers and two staff people that are designated by Directora.

Eddie Correa pointed out that doing the minutes requires a level of work and that is why historically, it has defaulted to a staff member.

It was asked if Directora counted towards the 5 members of the staff. Maestra Belman pointed out that she learned at her training that parents could not work at a school site and be on the Governance Board. The notes from the training were pulled up and reviewed. Directora Gutierrez believes that a parent representative could NOT work at a school but did not call out that a staff member could not be a parent. Teresa could continue to be a member as a classified staff even though she is a parent. Lupe could not be appointed as the secretary to take minutes because she is not a member. The secretary position cannot be an appointed position, it must be one that is voted upon. We will need to table voting for the secretary until this gets clarified. **ACTION ITEM:** Directora Gutierrez will contact State and Federal Department to clarify.

Stacey nominated Nancy Garza as timekeeper.
Nancy Garza accepted the nomination.
Directora Gutierrez second
No opposition.
Motion passes, Nancy Garza is the new timekeeper.

B) Committee Updates

PC Representative 5 min Stacy B./Teresa

NOTES: Three new PC's and are very excited to take on the challenge. They are working on setting up community events. They have also reached out to teachers to partner with them about class needs. Eddie asked for a list of all PC's.
ACTION ITEM: Lupe to [link the document](#) with all PC information with the group.

PTA Representative 5 min Delia

NOTES: PTA had the first general meeting, discussed field trips, programs, books, and they are in the middle of a book fair.

Safety Committee 5 min Raul

NOTES: Raul is not present at this meeting. Directora Gutierrez, we attempted to have an in person meeting, did not have anyone attend other than Raul, Directora Gutierrez and Subdirector Martinez. Scheduled next meeting for October 20. It will be on ZOOM. Hoping to have more participation this way.

ELAC 5 min

NOTES: Stephanie Ibanez is our new rep - she is very happy to represent the ELAC committee but was not able to make this meeting.

SPARC/DELAC/DAC 5 min

NOTES: We have a SPARC representative, could not recall her name, she is one of our new parents. Currently looking for representatives for DELAC and DAC committees. We will continue to recruit.

C) Principal Updates 25 min Directora

Gutierrez/Subdirector Martinez

NOTES: Open actions- resurfacing of the blacktop was completed on October 3-4. Lines were repainted and it looks great.
The new marquee has been received. It will be installed soon and will be trained on it.

Eddie asked if they would be removing the cement from the old marquee. This could be a safety hazard. **ACTION ITEM:** Directora Gutierrez to follow up with the district about removal of old marquee cement.

Shade structure is taking longer than anticipated but they are working on it. Hope to have the shade up by the end of the week and the tables moved and bolted under the structure shortly thereafter.

Lupe asked if the shade structure would be only for the tables and not for students doing PE.

ACTION ITEM: Directora will ask for another shade area/structure.

Balet Folkricko had their first performance on Sep 15 at the district Back to School night.

We now have a second group of 1st-5th grade. One more parent has volunteered so can possibly add a third group. Found more skirts and other performance items in the storage unit behind the cafeteria.

Lupe will be cleaning and organizing the storage unit.

Eddie wanted to point out that the black cardboard is for the haunted house @ Fall festival and should not be thrown out.

Social gatherings -

Nancy Garza surveyed teachers.

Question: Are you comfortable with outdoor activities - 21 yes, 3 no, 1 did not care either way

Question: Are you comfortable with indoor gathering (such as celebrations) - 9 yes, 12 no, 3 did not care either way

Directora Gutierrez, based on these survey results, we can move forward with the Fall Festival.

Eddie - we need a leader for the festival and it is usually done in conjunction with Halloween.

Feels like it is too late to do it.

Gutierrez, what would be too late to plan. Maybe we can do what we can and cut out Haunted House.

Teresa, we should talk to 5th grade to lead, this is their fundraiser for science camp.

Would be on 10/28, it is run by parents, teachers do not have to do anything for it.

Eddie, 50% of the revenue was from the haunted house, so if we are not going to do the haunted house we need to decide if it is worth it to do it.

We can still do the haunted house, we will just ask for them to wear a mask inside the haunted house and we can control the number of participants inside.

Cruz-Alcantar, can the festival be moved to November if we are unable to pull off the haunted house?

ACTION ITEM - Teresa to reach out to the 5th and 8th grade PC's to ask if they would like to lead this fundraiser.

What is the latest date that we can have it?

Directora, Thursday, November 10th would be last day to do it. Do not have school on the Veteran's Day.

Eddie, schools do not have school on Friday but many parents do not have it off.

Friday, November 4th would be another option.

Eddie, can we have a taquero?

Directora, now that we can have outdoor events, the answer is YES!

Do we need to submit to the district? It was already submitted to the district as a PTA fundraiser.

Delia, can we have Leyendo Bajo las estrellas, movie nights, since we are allowed to do outdoor events? Parents are asking why we are not doing events again.

What about Celebrations, Fun Fridays, MS dances?

MS dances is a no because only teachers are able to chaperone.

Stacey brought up why we couldn't have as a minimum the teachers, but in addition, other parents who are able to help.

Every month teachers are going to vote about events

Before the pandemic there was talk to move Leyendo bajo las estrellas to April/March. If we do it in October do we have the bandwidth to do it, this also requires a level of planning. Let's consider it later.

Fun Fridays, these are teacher driven. We need to go back to the teachers to ask if they are ok about it.

Bianca Moreno-Cruz, 1st grade has already said they are open to it. What will happen if the rest of the teachers say no, does this mean that 1st grade will have to cancel as well?

Nancy Garza will survey teachers and report back. Can we also ask about reading on Fridays? . This is a great tradition and parents would love to resume it.

Belman, 7th grade has started doing Fun Friday once a quarter. Last year these were led by the Student Council. Voting is happening this week so we can ask Guzman, Garza and Munoz if they can continue to lead on this.

Movie nights - We can have them in the cafeteria, students and parents are usually in attendance

Historically they are well attended, 20-30 students and 15 parents in the back of the cafeteria. If we do it we will have to put a limit on the number of attendees.

Mendoza, is this considered an indoor large gathering?

Directora, if it is PTA and parent led, it would be fine in the cafeteria,

CELEBRACIONES - Cruz-Alcantar, reminded us that we need to wait for the monthly vote from teachers. She does not feel comfortable making decisions that contradict the agreement we came up with last month. We will survey teachers every month about events.

Eddie, if we only talk about things one month at a time, there will be no time to plan. Suggested that we have a 2 month window.

ACTION ITEM: Fun Friday, Celebraciones, and Middle school Dances - all need to be surveyed. Eddie, can we do dances outside?

Even so, dances are teacher led and we will need to wait for the survey.

Stacy Benedict - In the survey can we add that dances can be held outside like other middle schools are doing. During this time we need to be able to think outside the box.

Reanna Delos Santos - Can Para educators chaperone?

There needs to be at least one teacher and an admin.

We can ask that student council to come up with ideas and come share them with us.

We will survey teachers. ACTION ITEM - Directora will share results within 2 weeks.

D) Calendar /Allowable events 1, 2, 3, 4 5 min ALL

NOTES:

- Cafe con los directores tomorrow at 5pm on Zoom.
- Board meeting on Thursday.
- Tradicion y vida projects begin next week.
- Safety meeting on Zoom on 10/20
- Spirit Day - Breast Cancer Awareness on 10/21
- Minimum days 10/24-28 for parent/teacher conferences

- PC meeting on 10/27
- HS Night for all Middle School students on 10/27 ACTION ITEM: Lupe to send out invite with what schools will be in attendance.

Stacey King, when are picture day retakes? ACTION ITEM: Ask Daisy the date and report back.

Nancy Garza motioned to close the meeting.
Bianca Moreno-Cruz seconded.

Meeting closed at 7:32pm

ACTION ITEMS:

Action Item	Assigned to
SPSA approval date	Directora Gutierrez
Contact State and Federal to get clarification on appointment or election of Secretary	Directora Gutierrez
Link document of 2022/2023 PC's to the notes	Lupe Trujillo
Follow up on removal of old marquee cement that can be a safety hazard.	Directora Gutierrez
Inquire about installation of a second shade structure for PE	Directora Gutierrez
Reach out to 5th/8th grade PCs to see if they want to lead on Fall Festival fundraiser	Teresa Gonzalez
Survey Teachers re: Fun Fridays, Celebraciones, and Middle school Dances	Nancy Garza
Share teacher survey results with group within 2 weeks	Directora Gutierrez
Send out invite with schools presenting at HS Night	Lupe Trujillo
Find out date for picture retakes	Lupe Trujillo

SCHOOL GOAL #1

K-2nd students based on the 21/22 mid year Benchmark level Screener results will show that 65% of students are at challenge or at benchmark in reading in Spanish. 3-5th. Based on the 21/22 Fastbridge results students will improve from 48% of students approaching or meeting in reading to 60% of students. i-Station will be used to meet reading in Spanish. 6th-8th. based on the 21/22 Fastbridge results student results will improve from 48% of students approaching or meeting in reading to 60% of students. i-Station interim assessments will be used to measure reading in Spanish. 3-5th. Based on the 21/22 Fastbridge data results students will improve from 52% of students approaching or meeting in math to 65% of students. 6th-8th Based on the 21/22 Fastbridge data results, students will improve from 63% of students approaching or meeting standards in math to 75% of students. 50% of 5th and 8th grade students will earn the Pathway to the Seal of Bilingual Proficiency.

SCHOOL GOAL #2

The percentage of students who reclassify from English Learner to Fully English Proficient (RFEP) will improve by 10% in the 21-22 school year based on the ELPAC data from the previous school year.

SCHOOL GOAL #3

By April 30th 2022, 90% of students will report feeling safe or "very safe" on the student survey from Panorama. We will compare this data with the prior data collected in the Spring Survey. We will also support English-only families in ways to develop and support students' development of the Spanish language so that they feel supported and cared for. We will gauge this by the response of Sense of Belonging and Climate of Support for Academic learning in the Panorama survey.

SCHOOL GOAL #4

Maintain a high level of parent engagement to support our student achievement goals in Reading/Language Arts, Math, English Learner, Spanish Learners, and students with disabilities.
