

Southmayd Elementary Meeting Minutes

Date: September 28, 2026

Time: 4:30 p.m.

Location: Southmayd Elementary Library

Meeting Called to Order: 4:36 p.m.

Adjournment: 5:00 p.m.

Attendees

- Ms. Pineda – Principal
- Ms. Ruiz – FACE Department Coordinator
- Ms. Herrera – Campus Teacher
- Ms. Hemphill – Campus Teacher
- Ms. Duarte – Assistant Principal
- Ms. Alvarado – Counselor
- Ms. Juarez-Nurse

Call to Order and Introductions

Ms. Pineda called the meeting to order at 4:36 p.m. and opened the meeting by inviting attendees to introduce themselves.

Enrollment and Attendance

Ms. Pineda provided an update regarding current enrollment and campus projections.

- As of September 28, 2026, Southmayd Elementary has **327 students enrolled**, compared with a projected enrollment of **288 students**.
- The campus year-to-date attendance rate is **95%**.
- Approximately **11% of students are currently identified as chronically absent**.
- The campus will begin utilizing **MTSS through Panorama** this week to address student absences and provide appropriate interventions and support.

The campus will continue efforts to increase enrollment, with additional student enrollments pending for the following day.

Future 2 Programming

Ms. Pineda provided updates regarding Future 2 programming and student participation.

Future 2 experiences are scheduled from **1:00–3:00 p.m.** Most experiences take place on campus; however, some experiences occur off campus. Staff will ensure that all required universal forms are completed for participating students.

A food experience is scheduled for third- and fourth-grade students this week.

Action Labs for students in grades 3–5 are scheduled from **4:00–6:00 p.m.** and currently include:

- Soccer
- Volleyball
- Arts and crafts
- Flute
- Piano

Students who do not participate in campus Action Labs must provide documentation demonstrating participation in an approved activity outside of school. The campus currently has a significant number of students who are not staying for Action Labs. Students have two years to complete the program requirements; however, consistent participation and attendance are expected.

Success Classes are currently at maximum capacity.

Staffing

Ms. Pineda discussed current staffing changes and campus vacancies.

A pre-hire and an additional district reassignment are currently pending.

The campus is also seeking **two teacher apprentices**. Candidates must possess a bachelor's degree and participate in an appropriate certification program.

Technology Needs

Technology needs for both teachers and students were discussed. The campus identified a continued need for additional laptops and technology resources to adequately support instruction and learning.

Campus Action Plan

Ms. Pineda explained that the **Campus Action Plan** will be reviewed throughout the school year.

A primary area of concern and focus will be providing support and interventions for students who were unsuccessful on the STAAR assessment.

Upcoming Campus Events

The following upcoming events were reviewed:

- **October 9:** No Classes
- **October 14 at 4:30 p.m.:** Children's Museum Family Night
- **October 22:** Fall Pictures
- **October 27:** Cosmic Conversations

Literacy Night and Community Partnerships

Ms. Pineda invited questions from the committee.

Ms. Duarte asked whether committee members had connections with organizations, booths, or vendors that could participate in Literacy Night.

Ms. Hemphill suggested an Italian ice vendor.

Ms. Ruiz stated that she could connect the campus with the district's Community Partnerships Department to explore additional resources and support.

FACE Department and Family Engagement

At approximately 4:44 p.m., Ms. Ruiz introduced her work with Southmayd Elementary through the **FACE Department** and discussed her goal of increasing family engagement on campus.

Ms. Ruiz explained that the FACE Committee will also participate as part of the SDMC Committee. FACE can provide a variety of family workshops, including:

- Attendance
- Literacy at Home
- Math Family Matters
- Family engagement strategies

FACE can also provide staff workshops focused on effectively engaging and partnering with families.

Behavior and Kindness Workshops

Ms. Pineda asked whether behavior-focused workshops were available for families.

Ms. Ruiz explained that she could collaborate with the Special Education Department to develop a workshop addressing behavior.

Ms. Pineda clarified that she would like families to receive practical strategies for teaching and reinforcing **replacement behaviors**.

Ms. Ruiz also discussed the availability of a **Kindness Workshop**.

Ms. Pineda expressed interest in providing these workshops particularly for families of students in the lower grade levels and Success classrooms.

PTO Development and Parent Volunteers

Ms. Pineda asked Ms. Ruiz about establishing a PTO without creating an additional management burden for campus staff.

Ms. Ruiz explained that she is actively working to support campuses with the development of PTOs. She referenced a step-by-step process used at another school that assists parents with establishing and operating a PTO and offered to facilitate an engaging informational meeting for interested Southmayd families.

Ms. Ruiz requested information regarding the times during which parents may volunteer on campus.

She also discussed identifying approximately **three to four parents** to participate in a campus walkthrough. The walkthrough would allow parents to identify areas in which they may be able to contribute, such as helping establish a campus garden.

Possip Parent Feedback

Ms. Ruiz provided the committee with a copy of the **Possip report** and discussed its role in gathering family feedback.

She explained that Possip provides families with an opportunity to share positive feedback as well as areas for improvement. Feedback can then be reviewed by the campus and key themes may be discussed during events such as **Coffee with the Principal**, allowing parent perspectives to be considered in campus planning.

Ms. Ruiz shared several highlights from parent feedback and expressed an interest in scheduling a **parent meeting of interest**.

Parent Interest Meeting

Ms. Juarez suggested incorporating a general parent session into Children's Museum Family Night and then providing opportunities for parents to break out into smaller groups.

Ms. Duarte noted that families may arrive at different times throughout the event.

Ms. Alvarado recommended proceeding with the session while also setting up an information table where staff could connect with interested parents as they arrive.

Ms. Pineda asked about scheduling an additional meeting if participation at the initial event is limited.

Ms. Ruiz discussed possible incentives to increase parent participation, including pizza at an initial meeting and potentially gas cards at future meetings. She also recommended sending flyers and using Literacy Night as another opportunity to recruit interested parents.

Literacy Night Support

Ms. Ruiz asked what additional support was needed for Literacy Night.

Ms. Alvarado indicated that Ms. Johnson is involved with the committee and requested that information regarding event logistics be shared so that appropriate support can be coordinated.

Ms. Ruiz concluded her presentation and discussion at approximately **4:59 p.m.**

Closing

Ms. Pineda asked committee members if there were any additional questions.

With no additional business presented, the meeting concluded at **5:00 p.m.**

Meeting Adjourned: 5:00 p.m.