***5/6/2020***

**MEETING MINUTES**

*\*Note: Minutes should be approved at the end of the meeting or at the next meeting. After approval, minutes and attendance will be entered into the department database within two weeks.*

Starting Time: 3:34 Ending Time: 6:23

Decisions/Action Items

**1. Roll Call**

Members Present: CHS, CMS, RES, JDE, BCE, DDE, CES, GES, AMS, NWECHS Lilia Maldonado, Dr. Pedro Galviz, Marina Rocha, Dr. Debra Kerney, Dr. Monica Reyes, Luis Guerra Finance, Andrew Reynoso, Elvia Moreno, Nicole Morales, Cristina Pulley Finance, Elizabeth Sida Finance, Yirah Valverde, Marlena Zimmerman, and Maria Silva (ALS). Paras: Missing CHS, CMS, NWECHS, AMS, DDE, RES, JDE, and BCE.

**2. Approval of April Minutes**

Karen Brooks make a motion to approve April minutes and Brandi Rout seconds the motion. All committee members are in agreement to the motion.

**3. CNA- (Needs Assessment/Results)/Changes Elvia Moreno**

Elvia Moreno discusses the summary and results.

**Demographics**: Special populations and Technology were the top priorities. How does this reflect our needs during COVID19? How are we going to set up access points or wifi for the student to use? Lilia Maldonado asks for the district to make sure the applications and programs are compatible with the devices being purchased under the 1:1 technology program in the future. Dr. Pedro Galaviz will meet with individuals from Apple. Marina Rocha discusses the need for safety protocols for the devices and programs. She also addresses the need for professional development with instructional technology for teachers and staff who give instruction. Elvia adds that the parents will also need training on how to use the technology and programs. Dr. Pedro Galaviz states in phase 1 students will receive their devices and during phase 2 teachers will receive devices.

Dr. Reyes informs the committee about communication with parents and how important it is. Parents want to help and are doing all they can to help. Lilia Maldonado states that parents need to provide current or updated contact information to the school and the teachers.

Maria Silva addresses the problem statement about bilingual students’ performance. Marina Rocha states that we need more accountability measures for grades Pre K- 2nd. A focus needs to be placed on the parent denial students and on teachers getting ESL certified to meet the needs of these students.

**Students Achievement**: The committee discussed the hiring of SPED teachers. One diagnostician and one speech language pathologist were hired this year. The goal for the future is to hire 3 more SPED teachers for classrooms.

**Perception:**

Utilizing technology for parent communication is important. We need to be consistent as a district with our policies on behavior so that it applies to all grade levels. The committee mentioned more training for teachers and parents on child behavior strategies. There are programs provided for parents that can be utilized especially for the elementary school aged students. SEL Rethink education lessons will be rolled out by counselors throughout the district.

**Processes and Programs:**

The committee discusses the lack of technology and technology personnel. How are we going to measure the effectiveness of higher level virtual instruction or remote learning? The continuing of the common assessments and benchmarks will help us measure the effectiveness. The committee discusses attendance. Marina Rocha said we will need to wait for further guidance from the commissioner to find out information about attendance guidelines due to COVID-19.

**4. Summer School/YAG Dr. Debra Kerney**

C&I discussed summer programs that have been created from Elementary thru High School. The SALT program has been created for all students in the district. Students will continue to use I-Station, Imagine Math and MyOn during the summer.

Information was given on the YAG. Dr. Kerney states that TEKS Resource is creating a gap analysis tool for teachers to use. This tool will help teachers cover and weave in the standards that may have been missed during remote learning due to COVID-19. Lilia Maldonado and Yirah Valverde discussed assessments and tools that will be used to decide whether students move on to the next grade level.

**5. Family Crisis Dr. Monica Reyes**

Dr. Monica Reyes discusses services and resources for students and their families.

Student support services has a help line open on Monday-Friday from 8:00-4:00 to help support families. The number for this helpline is (915) 877-7686. Students can receive help from counselors and social workers. Adopt a Family Program has been created to help families who may be evicted or who are having a hard time paying bills. Jet packs and hotspots have been distributed to families in need of internet access. Food Distribution has been rolled out to help families in need all over the community. This distribution occurs Monday and Friday from 10:00-2:00. Parenting classes have been given by Jesus Juarez.

**6. COVID19 (updates) Marina Rocha**

If you are diagnosed with COVID-19 you need to report it to your administration. The district has created a technology survey for teachers during COVID19 to see how things are going. This survey will be sent out soon.

**7. End of School Year Closure Dr. Pedro Galaviz and Marina Rocha**

Dr. Pedro Galaviz informs us of the need to create a task force to discuss how we will move forward and open schools in the 2020-2021 school year. This task force will decide on ways to open up schools safely. Dr. Pedro Galaviz wants different perspectives on how we should open schools. Marina Rocha adds that different district members will have responsibilities as we move forward in making decisions for the next school year. We need to be proactive in planning for the next school year and make sure we have a plan in place as soon as possible.

We are still in need of a technology director to help have all the devices in place when we start the 2020-2021 school year.

**8. 2020 Graduation Dr. Pedro Galaviz**

Canutillo ISD will not have graduation as we normally do. Mrs. Clapsaddle states that the health department and city have approved the graduation plan set in place. On May 20-22 senior students will set an appointment for their graduation ceremony. We have 365 graduates.

**9. Looking Forward May 20, 2020 Meeting**

**Place on next agenda COIVD-19 Update, School Opening Checklist/Task Force, Apple Device Information.**

Tammy Avent motions to adjourn the meeting. Catherine Sutherland seconds the motion and all DAC committee members agree. The meeting ends at 6:23.