***2/19/2020***

**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 4:02 Ending Time 5:59

Decisions/Action Items

**1. Roll Call**

Members Present: CHS, CMS, RES, JDE, BCE, DDE, CES, GES, NWECHS, AMS, Luis Guerra Finance, Andrew Reynoso, Elvia Moreno, Nicole Morales, Cristina Pulley Finance, Purchasing Agent Liz Sida Mrs. Silva, Paras: Missing BCE, RES, CHS.

**2. Approval Meeting Minutes January**

Motion to approve notes by Karen Brooks, Mrs. Spencer seconds the motion and all approved unanimously.

**3. Budget Priorities and D.I.P’s District Improvement Plan**

The group looks at the budget priorities from each campus and reflects on the information. Elvia asked us to look at the commonalities throughout the district.

**Technology Needs:** Replacements, Software, Hardware, Program Training and improving Wi-Fi.

**Personnel Needs:** Instructional Coordinators, Academic Tutors, Sped Teachers, Sped Paraprofessionals, Content Area Teachers, Pre-K Aides, Mental Health Counselor (secondary level), and Full time security at each campus.

Discussion of the Salary Increase by 2% for personnel to help retain and recruit.

**Instructional Resources:** discussion of keeping resources in place such as I-Station, StemScopes, Imagine Math, Mentoring Minds, Lexia.

**Facility Needs:** PA system request from AMS and GES. Committee members asked if it would be possible to have phones in each classroom.

Finance stated that state comp funding will be the same in the year 2020-2021 as this year’s funding.

**4. Security Grant**

DAC discussed the security grant and what is being purchased. We discussed the cameras and the programs that go along with it. The installation of cameras is in progress throughout the district.

**5. District Substitutes**

Karen Brooks stated that there is a difficulty getting substitute teachers. She also discussed her concern that paraprofessionals and other campus employees are having to take over when teachers have emergencies. Elvia Moreno stated that the district is looking to increase substitute pay in the future. Diane Ayub is our new district substitute coordinator. Elvia Moreno gave the following information: CISD requires someone to have 48 college hours to qualify as a substitute. Substitutes can work 16 days a month.

**6. Furniture**

Lilia Maldonado discussed concerns of having older furniture at various campuses.

**7. Windows Update (discussed with DIPS and Budget Priorities)**

STARR testing will happen online with students in grades 3rd through high school. Mr. Vega from technology is aware of the windows update needed for the future testing but needs more information. Mrs. Maldonado discussed that the number one priority is going to be making sure the computers are compatible with the STARR testing online program. April Galaviz will need to get information to Mr. Albert Vega in Technology about testing needs.

**8. Parent Teacher Conferences**

The following question was asked regarding hours earned on our parent teacher conference day: Are we going to have a two hour early release? Mrs. Carrasco says we will be having an early release for staff on May 22nd at 2:00. The hourly staff need to make up the 2 hours within this same work week (May 18-May22). Hourly employees can use their personal leave or comp time that they have accumulated. 40 hours is the max amount of hours that an hourly employee can accumulate.

**9. Spectrum Contract**

Ms. Sutherland for CMS discussed concerns with all printers being pulled from CMS due to the Spectrum contract. Spectrum will meet with Principals to discuss concerns and review how printers are being used. Ms. Sutherland asks why we are not allowed to bring our own printers. Finance expressed that this can be a technology security issue. The main goal is to reduce printing.

**10. District Activities Interfering with Instructional Teaching time**

Lilia Maldonado discussed her concern with interim testing, TELPAS and field trips interfering with instructional time. She would like for us to look at the district activities and plan them at times that do not get in the way of instruction and testing preparation.

**11. Looking Forward**

**Next DAC meeting is March 11**

**Place District Needs Assessments on the agenda for next meeting**

**Diane Ramirez motioned to adjourn and Isabel Escobar seconded the motion.**