

## Summitt Elementary CAC Meeting

October 26, 2020 DRAFT

### **ATTENDANCE**

Member Attendance  
(See attached list)

### **PROCEEDINGS**

Preliminaries

Jennifer Ballow called the meeting to order at 3:50 p.m. via Zoom conference rooms.

There were no citizen communications to report.

The September meeting minutes were approved.

The required training video summary for October was sent to members via email prior to the meeting. The video included *Member Roles and Responsibilities*. Committee members verbally agreed that they received the summary and they had no questions about the document.

Members discussed ways to fill in the vacant positions, Business and Community Representatives. Sarah V. suggested announcing the vacant positions at the next PTA meeting, posting the positions on the PTA Facebook page and including them in the PTA newsletter. Thuy suggested asking teachers to send messages to parents via Blend & Jennifer B. suggested looking at Summitt Eagle business sponsors and asking them if anyone would like to serve.

### **Principal's Report**

Principal Ariel Greco shared the principal's report for the month. Highlights include:

- 1) Gathering input for the Climate and Culture and Family and Community Involvement areas for the CIP (Campus Improvement Plan)
  - a. Data-driven instruction – data is used to inform planning and instruction to keep students and staff accountable.
  - b. Barriers include finding time for staff members to meet and plan, having a new administrative team adjust to the school during a pandemic, new classroom environment changes (in person & remote learning models), and timeline extensions due to COVID-19.
  - c. The community involvement goal is to have all parents and staff members feel included and welcomed & to have 50% of families complete the survey (currently 30% responded last year). This includes the Vietnamese program. Capacity will be built by:
    - i. Bi-weekly principal chats

- ii. Parent surveys
  - iii. Monthly CAC and PTA meetings
  - iv. Teacher focused groups
  - v. Parent engagement activities with counselors
  - d. Barriers to building community include:
    - i. Being virtual and not having options for face-to-face interactions
    - ii. Faculty meetings are all devoted to COVID protocols – no time to discuss community building activities
  - e. Main goal includes getting 50% of families to complete survey (31% completed it last time)
  - f. Feedback from the CAC includes:
    - i. Rebecca C. said the report ‘hit it right on the head’ and agreed with everything that was said. She felt COVID had a lot to do with need changes that have occurred.
    - ii. A question was raised about the survey – was it available in Vietnamese and Spanish? Were only email versions available or were paper versions available as well? Over 700 responses were received from the email survey. It was not confirmed whether the survey was provided in Vietnamese. There was a breakdown of race and ethnicity for the surveys completed.
    - iii. Thuy N. commented that they have had the survey in Vietnamese but doesn’t know about the previous year. She said that she thinks paper has a better response than online among the Vietnamese families at Summitt.
    - iv. June L. suggested having survey sent home with 5<sup>th</sup> graders to parents
    - v. Another suggestion was given to gather input from families after the monthly Principal Chats – could be one of the focal points at the meeting.
- 2) Opening updates were given –
- a. 5<sup>th</sup> graders were phased in this past month
  - b. Building capacity is still under 50% of student body (257 total students on campus)
  - c. Recommended and required protocols are being followed for COVID prevention – no confirmed cases / kids are being asked to stay home if sick
  - d. Teachers are trying to bring students taking classes remotely and in person together as much as possible – the school is trying to tweak a learning model that works with this
  - e. AISD office has granted Summitt a district support staff member (pulled from headquarters) to help with lunches, recess and other needs; administration is very grateful for the help

### **PTA Update**

Sarah R. presented the PTA highlights:

- 1) The second PTA meeting was held on November 3<sup>rd</sup> at 6 pm.
- 2) Snacks were provided for staff and teachers
- 3) Virtual Halloween parade will be held—families are being asked to send pictures of their kids in costumes
- 4) Family night is scheduled for November 2<sup>nd</sup> at the Japanese restaurant, Tsukimi All-You-Can-Eat Sushi
- 5) Eaglefest will not be held this year. Yard signs and winter gear will be sold instead to raise funds. The difference in amount raised is approx. \$7K (10K for Eaglefest vs. 3K for item sale). Summitt is honoring staff salary commitments from last year – though no new positions are planned to funded this year.

### **New Business / Unfinished Business**

There were no new or unfinished business items discussed at the meeting.

### **Suggested Agenda Items for Future Meetings**

There were no new or unfinished business items discussed at the meeting.

### **Adjournment**

The meeting was adjourned at 4:40 pm.