

# Campus Advisory Council

## October 2023 Notes

School Name: Summitt Elementary  
 Date/Time: Oct. 30, 2023 @ 3:30pm CT  
 Location: Summitt Elementary  
 Meeting Type: Regular

### Agenda

| <b>Agenda Items</b>  | <b>Action Items</b> | <b>Presiding Co-Chair</b> | <b>Presenter/ Resource Person</b> |
|--|---------------------|---------------------------|-----------------------------------|
| Call to Order, Confirm Secretary to take notes   |                     | Alyssa Calhoun            |                                   |
| Citizens Communications <ul style="list-style-type: none"> <li>• School AC</li> </ul>  |                     | Alyssa Calhoun            |                                   |
| Approval of Minutes  | <b>X</b>            | Alyssa Calhoun            |                                   |
| Principal Update <ul style="list-style-type: none"> <li>• Campus Updates</li> <li>• Vote on District Calendar</li> <li>• Review CIP</li> </ul> |                     | Alyssa Calhoun            | Principal Greco                   |
| PTA Update   |                     | Alyssa Calhoun            | PTA President (Becca Beck)        |
| Watch DOGS Update  |                     | Alyssa Calhoun            | Nathan Guitrau                    |
| Other Business   |                     | Alyssa Calhoun            |                                   |
| Adjourn  |                     | Alyssa Calhoun            |                                   |

### Attendees:

Ariel Greco (Principal)  
 Alyssa Calhoun (parent, CAC Co-Chair)  
 Heather Brannies (teacher, CAC Co-Chair)  
 Ben Selberg (pre-K)  
 Suzanne Skalaban (1st grade)  
 Kristen Banovic (2nd grade)  
 Judi Siyaj (3rd grade)  
 Tina Lamon (4th grade)  
 Lauren Miller (5th grade)  
 Roger Stevens (Specials)

Lisa Matuke (classified staff)  
Becca Beck (PTA President)  
Rod Clemente (parent)  
Timmie Bui (parent)  
Lubna Abraham (Parent)  
Stacy Avery (Community)  
Nathan Guitrau (parent, business)

## Notes

Alyssa called the meeting to order at 3:36 pm

Confirm Secretary to take notes: Nathan Guitrau

## Citizens Communications

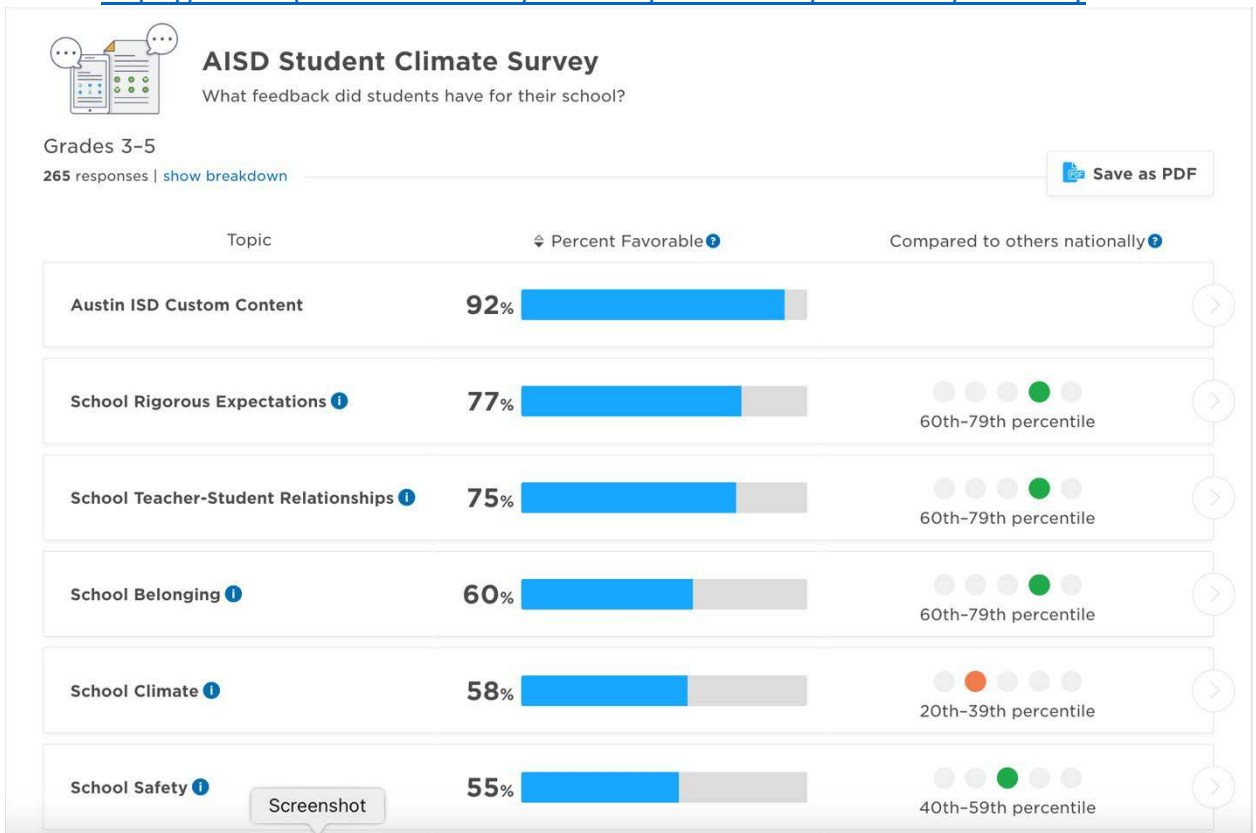
- School AC: gym and cafeteria AC was replaced over the summer; hot weeks a few weeks ago, freezing last week; Ms. Greco: 2017 bond funded the upgrade this summer; new unit for kitchen, cafeteria and gym; gym will run warm; on a daily communication regarding a temp set imbalance; last week, when it went out, Brian (engineer) was here every day providing updates; they have it up and running; should be coming tomorrow or later to balance the temp; functioning in one, not the other; whole situation
- Mr. Stevens: Ms. Harris' heat isn't working; Ms. Greco: this guy is for bond work; regular maintenance crew will tend to the work order; a few portables didn't have warming systems; Alyssa: do kids move when it isn't working?; Ms. Greco: music moved to Mr. Steven's side, another portable was given option of moving

Approval of Minutes: e-mail Alyssa to approve

## Principal Update

- Campus Updates:
  - Link to the Campus Improvement Plan:  
<https://www.austinisd.org/sites/default/files/dept/cda/docs/campus-cip/2023-2024/227901138.pdf?1698648960>
    - Priority Focus Area 1: Student Well-Being & Achievement
      - State requires 3<sup>rd</sup> grade reading and math goal; Ms. Greco took results last year and data informed where we focus;
      - Desired Annual Outcome 1: Goal 2 - Students identified as economically disadvantaged demonstrating achievement on 3rd grade state assessment in reading at the Meets Grade Level will increase from 41% to 60% by August 2024.
    - Priority Focus Area 1: Student Well-Being & Achievement

- Desired Annual Outcome 2: 70% of students who are identified as students receiving special education services will demonstrate growth on the Math STAAR test in Grade 4.
- Evaluation Data Sources: MAP Growth projected proficiency reports, STAAR data and teacher grade level assessments
- Priority Focus Area 1: Student Well-Being & Achievement
  - Desired Annual Outcome 3: 70% of students who are identified as students receiving special education services will demonstrate growth on the reading STAAR test in grades 4th-5th.
  - Evaluation Data Sources: MAP Growth projected proficiency reports, STAAR data and teacher grade level assessments
- Priority Focus Area 2: Culture of Respect / Customer Service
  - Desired Annual Outcome 1: During the 23-24 School Year, the campus will participate in the implementation of Signature SEL and AVID Practices to improve the average from the Student Survey results of School Belonging from 60% to 70% by the end of the 23-24 school year.
  - Evaluation Data Sources: House Meeting Agendas, SEL Morning Meeting Plans, Summitt Strong Award Submissions
- School “Panorama” Student Survey Results:
  - <https://secure.panoramaed.com/austinisd/understand/19295113/summary>



- Lubna: know some instances of violence last year; not sure how to support my student if they witness(ed) something; helpful to know, even when privacy respected, e.g. lice is going around
  - Ms. Greco: take them case-by-case; not blanket
- Vote on District Calendar:
  - Ms. Greco passed out drafts A and B (see images in Appendix)
  - Largest differences are student start (Aug. 13 or Aug. 20) and finish (May 22 or May 29)
  - Teachers didn't want to have to come in on Friday before first full week of August;
  - In B schedule, students off March 7 (Friday before Spring Break)
  - Discussed difference of Good Friday for teachers
  - Rod: required days?; Stacy: it's hours, ~75K minutes;
  - Roll call:
    - A: 11 (preference)
    - B: 5
- Campus Updates:
  - New registration - "Enroll Austin" - launches on Nov. 4; priority registration opens for Pre-K next year; general registration will open in April (April 2)
  - Track & Field is coming next Thursday and Friday; volunteer sign-up shared today; Kinder-2<sup>nd</sup> is Thursday, 3-5 on Friday
  - Veteran's Day assembly is next Friday, Nov. 10 at 7:30 am – keynote speaker needed (doesn't have to be a parent); will speak on importance of being a veteran
  - Lubna: School Fundraiser update? Getting lots of e-mails; they are their own vendor, teachers get a percentage; no end date, can unsubscribe; positive sentiment from teachers
  - Principal chat on Friday at 8 am in Library on Human Sexuality and Responsibility info.; permission slips go home the following week

#### PTA Updates (Becca)

- Eagle Fest
  - Huge shout-out to our Eagle Fest committee and team; cheers!; takes 9ish people on committee with masses of volunteers to pull it off;
  - Not final: gross earnings were over \$20K; suspect higher than last year after Kona percentage comes in
  - Wristbands are better
- Hat Creek at Domain netted \$177 for PTA
- Summitt Reflections Art Contest – 5-6 submissions this year (up from the 3 last year)
- Next meeting on Monday, Nov. 6
- Will lose a day of sales for Book Fair; will stay open until 5 pm on Tuesday and Thursday; later on PJ Night (7 or 7:30); stay open until 1:30 pm on Friday; teacher preview on Monday from 1-3 pm after SPED Modules

- Wednesday night of Book Fair is Summitt Night at Chipotle
- Advocacy: contact State Representatives on voucher bills being considered in Legislature
- Grandparents Day week of Book Fair; RSVP for Grandparents; don't have to decide/RSVP to attend; just helps cafeteria prep; if they are buying lunch, need \$5 in cash; will collect at front door to make the line faster; they need a physical driver's license for Raptor system; will be the Thanksgiving Meal

#### WatchD.O.G.S. Update (Nathan)

- Enjoyed dunk bucket
- Promoting all the happenings we've discussed
- Working on company matches, facility needs (removing cinder blocks)
- Pushing to get volunteers into the school
- Lubna: launching WatchDOGS at Murchison – can continue

#### Other Business

- Next meeting is Monday, Nov. 27 at 3:30 in Library

Meeting adjourned at 4:32 pm

Notes respectfully submitted by Nathan Guitrau

[Appendix follows]

|   | DRAFT A  | DRAFT B  |
|---|--|--|
| <b>FIRST DAY STUDENTS</b>   | Tuesday, August 13, 2024   | Tuesday, August 20, 2024   |
| <b>FIRST DAY TEACHERS</b>   | Monday, August 5, 2024   | Friday, August 9, 2024   |
| <b>Student Instructional Days</b>   | 85 days  | 80 days  |
| Fall Semester   | 89 days  | 92 days  |
| Spring Semester   | (174)  | (172)  |
| <b>Teacher Duty Days</b>  | 187  | 187  |
| <b>Staff Holidays</b>   | Thursday, July 4, 2024<br>Monday, September 2, 2024<br>Monday, November 25-29, 2024<br>Monday, December 23, 2024-January 3, 2025 (10 days) | Thursday, July 4, 2024<br>Monday, September 2, 2024<br>Monday, November 25-29, 2024<br>Monday, December 23, 2024-January 3, 2025 (10 days)     |
| 4 <sup>th</sup> of July   | Thursday, July 4, 2024   | Thursday, July 4, 2024   |
| Labor Day   | Monday, September 2, 2024  | Monday, September 2, 2024  |
| Thanksgiving Break  | Monday, November 25-29, 2024   | Monday, November 25-29, 2024   |
| Winter Break  | Monday, December 23, 2024-January 3, 2025 (10 days)  | Monday, December 23, 2024-January 3, 2025 (10 days)  |
| MLK   | Monday, January 20, 2025   | Monday, January 20, 2025   |
| Spring Break  | Monday, March 10-14, 2025  | Monday, March 10-14, 2025  |
| Cesar Chavez/Dolores Huerta/Eld a-I-Fir                                   | Monday, March 31, 2025   | Monday, March 31, 2025   |
| Memorial Day  | Monday, May 26, 2025   | Monday, May 26, 2025   |
| Juneteenth  | Thursday, June 19, 2025  | Thursday, June 19, 2025  |
| <b>Staff Development Days</b>   | Tuesday, August 6-Thursday, August 8, 2024 (3)<br>Tuesday, November 5, 2024<br>Monday, January 6, 2025<br>Friday, May 23, 2025 (6 days)    | Tuesday, August 13-15, 2024<br>Tuesday, November 5, 2024<br>Monday, January 6, 2025<br>Friday, April 18, 2025<br>Friday, May 30, 2025 (7 days) |
| <b>Planning &amp; Prep Days (3)</b>                                       | Monday, August 5, 2024<br>Friday, August 9, 2024<br>Monday, August 12, 2024  | Friday, August 9, 2024<br>Monday, August 12, 2024<br>Friday, August 16, 2024   |
| <b>Elementary Conference Days (2)</b>                                     | Monday, October 14, 2024<br>Monday, February 17, 2025  | Monday, August 19, 2024<br>Thursday, October 3, 2024   |
| <b>Staff Development / Professional Learning Exchange Days - PLED (2)</b> | Friday, December 20, 2024<br>Friday, April 18, 2025  | Monday, February 17, 2025<br>Friday, October 4, 2024   |
| <b>LAST DAY STUDENTS</b>  | Thursday, May 22, 2025   | Friday, March 7, 2025  |
| <b>LAST DAY TEACHERS</b>  | Friday, May 23, 2025   | Thursday, May 29, 2025   |

## AUSTIN INDEPENDENT SCHOOL DISTRICT 2024-25 Draft A Instructional Calendar

| July  |      |       |      |        |      |      | August   |      |       |      |        |      |      | September                              |      |       |      |        |      |      |
|---|------|-------|------|--------|------|------|--|------|-------|------|--------|------|------|--|------|-------|------|--------|------|------|
| Sun.  | Mon. | Tues. | Wed. | Thurs. | Fri. | Sat. | Sun.   | Mon. | Tues. | Wed. | Thurs. | Fri. | Sat. | Sun.                                   | Mon. | Tues. | Wed. | Thurs. | Fri. | Sat. |
|   | 1    | 2     | 3    | 4      | 5    | 6    |  | 7    | 8     | 9    | 10     | 11   | 12   | 1                                      | 2    | 3     | 4    | 5      | 6    | 7    |
| 7   | 8    | 9     | 10   | 11     | 12   | 13   | 14   | 15   | 16    | 17   | 18     | 19   | 20   | 21                                     | 22   | 23    | 24   | 25     | 26   | 27   |
| 21  | 22   | 23    | 24   | 25     | 26   | 27   | 28   | 29   | 30    | 31   |        |      |      |  |      |       |      |        |      |      |
| 28  | 29   | 30    | 31   |        |      |      |  |      |       |      |        |      |      |  |      |       |      |        |      |      |
| 4th: Independence Day<br>30th-31st: New Teacher Orientation |      |       |      |        |      |      | 1st-2nd: New Teacher Orientation      13th: First Day of Classes<br>5th: Teacher Prep Day<br>6th-8th: Staff Development<br>9th & 12th: Teacher Prep Days |      |       |      |        |      |      | 2nd: Labor Day Student / Staff Holiday |      |       |      |        |      |      |
|   |      |       |      |        |      |      | S    T   |      |       |      |        |      |      | S    T                                 |      |       |      |        |      |      |
|   |      |       |      |        |      |      | 14    20   |      |       |      |        |      |      | 20    20                               |      |       |      |        |      |      |

| October                                       |      |       |      |        |      |      | November   |      |       |      |        |      |      | December                         |      |       |      |        |      |      |   |
|---|------|-------|------|--------|------|------|--|------|-------|------|--------|------|------|----------------------------------|------|-------|------|--------|------|------|---|
| Sun.  | Mon. | Tues. | Wed. | Thurs. | Fri. | Sat. | Sun.   | Mon. | Tues. | Wed. | Thurs. | Fri. | Sat. | Sun.                             | Mon. | Tues. | Wed. | Thurs. | Fri. | Sat. |   |
|   |      | 1     | 2    | 3      | 4    | 5    |  |      |       |      |        |      | 1    | 2                                | 1    | 2     | 3    | 4      | 5    | 6    | 7 |
| 6   | 7    | 8     | 9    | 10     | 11   | 12   | 3  | 4    | 5     | 6    | 7      | 8    | 9    | 8                                | 9    | 10    | 11   | 12     | 13   | 14   |   |
| 13  | 14   | 15    | 16   | 17     | 18   | 19   | 10   | 11   | 12    | 13   | 14     | 15   | 16   | 15                               | 16   | 17    | 18   | 19     | 20   | 21   |   |
| 20  | 21   | 22    | 23   | 24     | 25   | 26   | 17   | 18   | 19    | 20   | 21     | 22   | 23   | 22                               | 23   | 24    | 25   | 26     | 27   | 28   |   |
| 27  | 28   | 29    | 30   | 31     |      |      | 24   | 25   | 26    | 27   | 28     | 29   | 30   | 29                               | 30   | 31    |      |        |      |      |   |
| 14th Indigenous People Day: (Student Holiday) |      |       |      |        |      |      | 5th: Culture of Voting (Student Holiday/Staff Development) |      |       |      |        |      |      | 20th: Student Holiday / PLED Day |      |       |      |        |      |      |   |
| Elementary Parent Conference/Secondary PD     |      |       |      |        |      |      | 25th-29th: Thanksgiving Break                              |      |       |      |        |      |      | 23rd-31st: Winter Break          |      |       |      |        |      |      |   |
| S    T  |      |       |      |        |      |      | S    T   |      |       |      |        |      |      | S    T                           |      |       |      |        |      |      |   |
| 22    23                                      |      |       |      |        |      |      | 15    16   |      |       |      |        |      |      | 14    15                         |      |       |      |        |      |      |   |

| January                                     |      |       |      |        |      |      | February  |      |       |      |        |      |      | March   |      |       |      |        |      |      |
|---|------|-------|------|--------|------|------|---|------|-------|------|--------|------|------|---|------|-------|------|--------|------|------|
| Sun.  | Mon. | Tues. | Wed. | Thurs. | Fri. | Sat. | Sun.  | Mon. | Tues. | Wed. | Thurs. | Fri. | Sat. | Sun.  | Mon. | Tues. | Wed. | Thurs. | Fri. | Sat. |
|   |      |       | 1    | 2      | 3    | 4    |   |      |       |      |        |      | 1    |   |      |       |      |        |      | 1    |
| 5   | 6    | 7     | 8    | 9      | 10   | 11   | 2   | 3    | 4     | 5    | 6      | 7    | 8    | 2   | 3    | 4     | 5    | 6      | 7    | 8    |
| 12  | 13   | 14    | 15   | 16     | 17   | 18   | 9   | 10   | 11    | 12   | 13     | 14   | 15   | 9   | 10   | 11    | 12   | 13     | 14   | 15   |
| 19  | 20   | 21    | 22   | 23     | 24   | 25   | 16  | 17   | 18    | 19   | 20     | 21   | 22   | 16  | 17   | 18    | 19   | 20     | 21   | 22   |
| 26  | 27   | 28    | 29   | 30     | 31   |      | 23  | 24   | 25    | 26   | 27     | 28   | 23   | 24  | 25   | 26    | 27   | 28     | 29   |      |
|   |      |       |      |        |      |      |   |      |       |      |        |      |      | 30  | 31   |       |      |        |      |      |
| 1st-3rd: Winter Break Staff/Student Holiday |      |       |      |        |      |      | 17th: Elementary Parent Conference & Secondary PD |      |       |      |        |      |      | 10th-14th: Spring Break                         |      |       |      |        |      |      |
| 6th: Staff Development                      |      |       |      |        |      |      |   |      |       |      |        |      |      | 31st: Student & Staff Holiday                   |      |       |      |        |      |      |
| 20th: MLK Day (Staff/Student Holiday)       |      |       |      |        |      |      |   |      |       |      |        |      |      | (Cesar Chavez & Dolores Huerta Day/Eid al-Fitr) |      |       |      |        |      |      |
| S    T                                      |      |       |      |        |      |      | S    T  |      |       |      |        |      |      | S    T  |      |       |      |        |      |      |
| 18    19                                    |      |       |      |        |      |      | 19    20  |      |       |      |        |      |      | 15    15  |      |       |      |        |      |      |

| April                                      |      |       |      |        |      |      | May                        |      |       |      |        |      |      | June             |      |       |      |        |      |      |
|--|------|-------|------|--------|------|------|----------------------------|------|-------|------|--------|------|------|------------------|------|-------|------|--------|------|------|
| Sun.                                       | Mon. | Tues. | Wed. | Thurs. | Fri. | Sat. | Sun.                       | Mon. | Tues. | Wed. | Thurs. | Fri. | Sat. | Sun.             | Mon. | Tues. | Wed. | Thurs. | Fri. | Sat. |
|  |      |       |      |        |      |      |                            |      |       |      |        |      | 1    | 1                | 2    | 3     | 4    | 5      | 6    | 7    |
| 6  | 7    | 8     | 9    | 10     | 11   | 12   | 4                          | 5    | 6     | 7    | 8      | 9    | 10   | 8                | 9    | 10    | 11   | 12     | 13   | 14   |
| 13   | 14   | 15    | 16   | 17     | 18   | 19   | 11                         | 12   | 13    | 14   | 15     | 16   | 17   | 15               | 16   | 17    | 18   | 19     | 20   | 21   |
| 20   | 21   | 22    | 23   | 24     | 25   | 26   | 18                         | 19   | 20    | 21   | 22     | 23   | 24   | 22               | 23   | 24    | 25   | 26     | 27   | 28   |
| 27   | 28   | 29    | 30   |        |      |      | 25                         | 26   | 27    | 28   | 29     | 30   | 31   | 29               | 30   |       |      |        |      |      |
| 18: Good Friday, Student Holiday, PLED Day |      |       |      |        |      |      | 22nd: Last Day of Classes  |      |       |      |        |      |      | 19th: Juneteenth |      |       |      |        |      |      |
| 23rd: Staff Development/Teacher Last Day   |      |       |      |        |      |      | 26th: Memorial Day Holiday |      |       |      |        |      |      |                  |      |       |      |        |      |      |
| S    T                                     |      |       |      |        |      |      | S    T                     |      |       |      |        |      |      | S    T           |      |       |      |        |      |      |
| 21    22                                   |      |       |      |        |      |      | 16    17                   |      |       |      |        |      |      |                  |      |       |      |        |      |      |

|            |                  |                   |
|------------|------------------|-------------------|
| Nine Weeks | 1st = October 11 | 2nd = December 19 |
|            | 3rd = March 7    | 4th = May 22      |

|          |     |    |
|----------|-----|----|
| Semester | 1st | 85 |
|          | 2nd | 89 |

|                        |     |
|------------------------|-----|
| Total Student Days     | 174 |
| Staff Development Days | 8   |
| Teacher Prep Days      | 3   |
| Parent Conference      | 2   |
| Teacher Duty Days      | 187 |

| Legend |   |
|--------|---|
|        | Student Holiday / PLED Day                        |
|        | New Teacher Orientation                           |
|        | Teacher Preparation Days                          |
|        | Begin / End Grading Period                        |
|        | ES Parent/Teacher Conf, MS/HS SD, Student Holiday |
|        | Staff / Student Holiday                           |
|        | District Closed                                   |

