

# Cavett Elementary School

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Family Engagement

## MEETING MINUTES

Pursuant to **A.R.S. 38-431.02**, notice is hereby given to the members of the Cavett Elementary School Council and to the general public that Cavett Elementary School Council will hold a public meeting on,

**DATE:** Tuesday, September 5, 2023

**TIME:** 3:00 p.m.

**MEETING SITE:** Room 110, Cavett Elementary

- I. **Call Meeting to Order** at 3:48 by Cecilia Armenta  
**Members Present:** Carol Leeson, Norma Lerma, Pat Langford, LuzElena Howard, Brie Chillious, Cecilia Armenta, Marnie Robles  
**Non-Members present:** Edward Klein, LuzDivina Navarrette
- II. **Approval of Minutes from meeting dated, May 9<sup>th</sup>, 2023-** Marnie moved to approve meeting minutes from May 9th, Brie seconded, all were in favor.
- III. **Recruitment of Site Council Members-** Cavett has a continuous effort to recruit parents, and community members to join the Cavett Site Council, either through the Cavett website, classroom newsletters, family engagement events, or word of mouth. At today's meeting, Vanessa Garcia, Enrollment Ambassador, has agreed to be part of Cavett's Family Engagement Team, as a Community Member.
- IV. **Announcements**
  - a. **Ideas for Recruitment of Family Involvement-**Recruitment ideas and suggestions to encourage parents to be interested in participating in monthly meetings and family engagement events. Twenty-two families attended this school year's Open House, and each family was given a questionnaire about becoming involved in school events or attending Cafecitos. Six turned in a YES, seven turned in a NO and nine did not turn in the paper. Parents are more comfortable sharing their needs with the classroom teachers either at the beginning of the day, or at dismissal, but not attending "Cafecitos". Recruitment is on-going, and happens throughout the day, including during the dismissal line at the end of the day.  
**Ideas shared at the meeting were:**
    - Ms. Leeson shared an idea of the school developing more Family Engagement events. One in particular is a "Salsa Cook-Off", where parents come and share their family salsa recipes, and families taste and vote for their favorite.
    - Hosting Academic/Attendance Ceremonies for after school or first thing in the morning. For example, an "Honors Ceremonies", where families could attend before the day starts. Also, the "Student of the Month" ceremonies.
    - "Donuts for Scholars", ceremony to honor students who do well on benchmarks, or are selected as student of the month.
    - Ms. Leeson shared that she is recruiting parent involvement in her monthly newsletters, and will promote more family involvement, by sending more frequent fliers and notices about events to families.
    - Vanessa Garcia shared that using S'mores Newsletters to promote parent involvement and offered to help/train Ms. Leeson and Cecilia Armenta with using the S'mores Newsletter.
    - Vanessa Garcia asked if parent involvement could be tied to Cavett Cash. Ms. Leeson shared that tying it could be tied "being Responsible". It could also be tied

to the Book Vending machine, however, we need to have plenty of books on hand to replenish, which Cavett is in the process of doing.

- Having classrooms earn an “Eagle Feather” (PBIS) party for the classrooms with the most participation at family engagement events was another idea.
- Having parents help classroom teachers with preparing materials for the classroom. For example, cutting out items, hosting class parties. To gather ideas, teachers could generate a “wish-list” activities or things they would like done at home for their classrooms. Another way to get information to parents, would be through Class Dojo.
- Ideas for future family engagement events include a literacy paint night, read to a therapy dog, or read to a stuffy night.

- b. Cavett “Cafecitos with the Principal”-** There have not been any Cafecito's planned this school year yet. Ms. Leeson and I have spoken about an informational zoom to be sent to parents through Parent Vue, to take place of the “Cafecitos”. Information would include any event ideas and offer informational videos from the Attorney General's Office with subjects that parents and students may benefit from, where families could listen from the comfort of their home. The zooms could be recorded and posted on Cavett website for families to view at their leisure. “Cafecitos” will be held on the last Tuesday of the month. We welcome any ideas that would help with family engagement.
- c. Cavett PBIS Store-**will be open beginning September 5, 2023, and this is a great incentive for students to learn about the importance of earning, saving and displaying academic greatness, leadership, kindness and helpfulness. There are some ideas to help students come in and out efficiently. Please keep our store in mind when you are donating toys, costume jewelry, and other objects that are suitable to sell to students.
- d. Quincy Douglas Library and Community Events-**Brie Chillious Children’s Librarian at Quincy Douglas library shared that the library has created some “info-graphics” for books that are good at each grade levels. Homework Help program will begin on September 27<sup>th</sup>, children can bring in the library and get help, snacks will be provided. Read with a Dog, September 14<sup>th</sup> at 3:00, will be the first time that students can come in and read to Winston a therapy dog. There are also some thematic “Crafter-noon” events that will be held. “Ready Set School” program that begins on September 25<sup>th</sup> from 10-11:30am, it is an 8 week program which aims to build numeral literacy for pre-school children, it is a school readiness program.
- e. Planned Family Engagement Event-** Cavett’s annual Peter Piper “Boo Bash” is scheduled for October 17, 2023 from 5:00-8:00 p.m at the 12<sup>th</sup> and Ajo location. We usually have a nice turn out for this event. Students come dressed in costume and play games and have dinner.
- f. In an effort to get more family involvement, sending more fliers out to families.**

V. **Call to Audience** (council will decide how much time will be allocated at the meeting)

VI. **Agenda Items for Next Meeting-updates on planned family community events, cafecitos, and boo-bash**

VII. **Adjourn-meeting-meeting adjourned at 4:21p.m.**

Dated this 5th day of September, 2023  
Cavett Elementary School Council