

Cavett Elementary School

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Site Council

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 10, 2024

TIME: 3:00 p.m.

MEETING SITE: Room 110, Cavett Elementary

I. Call Meeting to Order by Marnie Robles at 3:06.

II.

Members Present: Marnie Robles, Carol Leeson, Norma Lerma, Cecilia Armenta, Rachel Runnals,

Non-Members present: Katherine Lukow, Cavett CSP

III. Approval of Minutes from meeting dated, April 30th, 2024, Cecilia moved to approve the minutes from the last Site Council meeting, Marnie seconded the motion, all were in favor.

Recruitment of Site Council Members - Melissa Starks, TUSD Enrollment Ambassador, Ericka Macias, self-contained 3-5 classroom teacher

IV. Announcements

- a. **Update on Cavett Enrollment,** Ms. Leeson shared that currently Cavett is at 208 students but it fluctuates weekly. Currently, we are 1 student away from another 1st Grade Teacher, and 2 students away from getting another 2nd grade Teacher.
- b. **Update on Attendance Challenge,** Ms. Kylie is coordinating the Attendance Challenge. 7 classrooms met the attendance challenge of 90% or better. They will be celebrating by having a Takis party, which they will schedule with Ms. Kylie.
- c. **Update on Cavett School Project Momentum Walk Throughs,** Ms. Leeson shared that Tracy Maynard is the principal mentor from the state. On her first visit, it was discussed that they would focus on teachers posting their Learning Targets for both reading and math. They will also be verbalizing the learning targets for students when there is a walk-through. Embedded PLC's need to be initiated, and teachers should be analyzing data during their PLC with the support of a Curriculum Service Provider.
- d. **Update on Reading Seed-**Ms. Lerma is the contact person for PLC's, volunteers have not begun. Designated spots are rooms 112, 108, and the library.
- e. **Discussion of possible funding for Future Hearts Minds & Dreamers Assistance or PE assistance to support PLC's.** In order for Ms. Leeson to participate in grade-level PLC discussions with teachers, students need to be supported by another adult during their embedded PLC time. Currently, students are participating in "No Batteries Included" activities, which include, a counseling session with Ms. G, reading aloud with Ms. Andrea Flores, and learning how to cooperate through board games with Ms. Leeson and Ana Rosa.

Ms. Leeson will look into TUSD vendors to support embedded PLC's so that she can remove herself from the PLC student rotations. More information to come.

V. Action Items

- a. **Update of Cavett Site Council By-Laws-** at this time, Site Council discussed updating the By-Laws to reflect Cavett's new vision statement. Also, letter L to include where the meeting minutes will be posted, to include: school website, Principal Newsletter, and School Community Board.
- b. **Approval of funding for OMA supplies -**Ms. Leeson shared that OMA would like to purchase 10 Naname Slant style instruments at \$100 each. Ms. Rachel moved to spend \$1000 of OMA Tax Credit Funds, Marnie seconded the motion, all were in favor.
- c. **Approval of funding for Band and Orchestra materials-** Ms. Leeson would like to purchase 1 Double Stack Guitar Rack with wheels, 15 folding music stands and 2 violin/viola storage racks to support the band and orchestra teachers with storing the instruments. Cecilia moved to spend \$3,472.64 of OMA Tax Credit funds to purchase Band/Orchestra materials, Ms. Leeson seconded the motion, all were in favor.
- d. **Approval of funding for field trip transportation-s-**Ms. Leeson asked Site Council to approve the fee to pay $\frac{1}{2}$ of a bus per teacher, so that 2 classes could share a bus and go on 2 field trips together, throughout the 2024-25 school year. Currently, each bus costs \$150, therefore, $\frac{1}{2}$ a bus per teacher would be \$75.00/per teacher. Funds would be provided through the Field Trip budget. Cavett has 11 teachers K-5 for a total of \$825 for field trip buses. Site Council agreed that field trips are essential for providing students in our community with academic experiences outside of the classroom. Ms. Leeson moved to use \$825 of Field Trip funds to pay the transportation fee for field trips, Norma seconded the motion, all were in favor.

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

VII. **Agenda Items for Next Meeting-** Information on Funding for PLC support, Beginning of Year Assessments.

VIII. **Adjourn-**meeting adjourned by Marnie Robles, at 3:31p.m.

Dated this 10th day of September, 2024
Cavett Elementary School Council