

SDMC meeting

1-25-21

3:33 PM

Members present: E. Quinones, R. Gonzalez, T. Deschenes, A. Johnson, M. Jannise, C. Torres, D. Bentley, K. Siddiqui, B. Smoot, M. Vicente, C. Nicklaus, L. Saenz

1. **Attendance** – should be 99% because we are not operating at 100% capacity – because we have issued devices to all students and the expectation is that they check in during the synchronous time or submit work, it is very easy to get attendance credit – We are currently at 92% attendance average.
 - A. What can we do to increase attendance? First requirement is that they submit work by 11:59 PM, or that they sit in class so the teacher can mark them present. Mr. Johnson discussed celebrating the 100% attendance days, and that he is calling the parents.
 - B. We need to remain flexible and that parents have options and that students can switch modality of attendance as needed – virtual or face-to-face.
 - C. Next Grading cycle begins in February 1, so numbers may change again. Celebrate attendance in appropriate ways.
2. **Student Recognition committee** – Ms. Jannise will head this committee (assignment submission, attendance, Learner Profile attributes, social skills, virtual etiquette, etc. We will need to have celebrations once every six weeks –
3. **COVID-19 update** – we had a spike in cases last week. Campus is cleaned and fogged on a regular basis. If your classroom is not being cleaned, please let us know right away. Please continue to follow recommended safety procedures. Quarantines are being issued as deemed necessary by the health department.
 - A. As a reminder, face-to-face meeting among staff are NOT permitted. Everyone should meet on Teams, do not gather for lunch or planning. Please follow the latest updates that Mr. Saenz sent in his weekly newsletter. Always follow the health and safety guidelines. These are NON-NEGOTIABLES.
 - B. Students are not allowed to share materials, not allowed to work in groups, or be near each other. Students need to always stay in their seats. Keep window and door open to maximize ventilation, sanitize and wipe desks/chairs, everyone keeps masks on at all times, etc.
4. **Budget** –
 - A. We are going to try to secure tutors who will pull students and assist teachers with targeted small group instruction and intervention during the day. We will start with 3rd-5th and add 2nd grade if we have funding.
 - B. If you have instructional needs to build our PYP resource library, lists of literature that connects with the units of inquiry, or other PYP needs, please contact Ms. Gonzalez or Mr. Saenz. The hope is that every grade level & teacher will have a large bin for each unit of inquiry with all resources, literature pieces, inquiry case studies, etc. to use in the future.
5. **Curriculum and instruction**
 - A. It is very important for everyone to follow the TEA approved schedules that were prepared in October when we returned face-to-face.
 - i. Asynchronous instruction is only for the tier I students. Tier II and III need to receive targeted small group instruction and interventions during that hour and during Office Hours.
 - ii. Office Hours – is a continuation of Tier 2/3 synchronous instruction in small group. Interventions should be taking place during Office Hours. Additionally, teachers should be calling virtual students that were absent during the day, calling virtual students that have questions or need further support, or taking calls from virtual students that are asking for help or clarifying missing work. Mr. Saenz reviewed the TEA approved schedule and reminded everyone that we need to maximize instruction and provide targeted, small group instruction and interventions during the asynchronous blocks. Office hours are to provide targeted intervention support, to check in with student who need help and have questions, or to check in with students who may have been absent during the day.
 - B. **Dual Language Program**

- i. It has been very difficult for new teachers to get the required training because we are not able to secure coverage for the teachers to attend necessary trainings. It is also very difficult to develop and maintain the virtual schedules with Dual Language –
 - ii. Ms. Siddiqui shared concerns and difficulties with the DL schedules – rotating, switching, covering all material, meeting the requirements, etc. Very challenging to cover all of the TEKS and content while balancing the required TEA approved virtual schedule and office hours. On a positive note, because we are 50/50, the fourth grade teachers are doing the preview in one language and the practice in the other language. Ms. Janise and Ms. Bentley also shared “glows” and “grows” of the DL program in PK and 2nd grade. Ms. Torres provided feedback from first grade, and Ms. Deschenes shared feedback from 5th grade. Discussion about strategic grouping for targeting the testing language of the students. Mr. Saenz reminded us that we used the block schedule during the first six weeks in order to facilitate the 50/50 model to avoid confusion among students and parents with connecting TEAMS. Regardless of our efforts to support students/parents with block scheduling, a number of parents and students withdrew from the dual language program and went back to regular ed. We eliminated block scheduling in dual language beginning the second six weeks.
- C. **Tutorials** – we have a number of teachers who are holding tutorials – Mr. Saenz asked for feedback from anyone who is tutoring after school as to progress of students, effectiveness of program and enrollment (both online and FTF)
- D. Ms. Quinones reported that last week only 4 teachers stayed and had tutorials. Only 3 teachers stayed today. We have the funding to pay the teachers, but the teachers are not staying to tutor. 3 teachers from 4th grade and 1 teacher from 3rd grade. Mr. Saenz shared that we will try to hire a tutoring consulting group deliver tutorials after school and potentially on Saturdays as well.
 - i. Ms. Siddiqui shared that all the 4th grade teachers are tutoring. Ms. Quinones also stated that last week the teachers tutoring were from 4th grade. We need to motivate the students and parents to have the students stay for tutoring.
- E. **PYP Curriculum** – we are only teaching two units this year – please be ready to begin unpacking and teaching the second unit of inquiry when the new semester begins in February. Ms. Deschenes also reminded the group that 5th grade needs the packet to begin working on Exhibition.
- F. **Small group Instruction** – Mr. Saenz shared an exemplar video of what small group instruction could look like in our classrooms. Group watched the video and provided feedback concerning best practice. This video will be shared further at PLC on Thursday this week.
- 6. Comments, questions, concerns –
 - A. Mr. Montemayor suggested that we label the spaces for the cars on Sieber side so that we have a numbered system for the cars and then we have an organized system on that side of the school.

Minutes approved and meeting adjourned at 5:00 PM.