

Minutes of the Site Council
Sycamore Elementary School
September 14, 2015

Present:

Ken Graff (KG), Principal (non-voting member)

Erica Irby (EI), Assistant to the Principal (non-voting member)

Rajka Corder (RC), member, President 2015/2016

Mary Fosdick (MF), member

Rob Edwards (RE), member

Shailagh Merrill (SM), member

Melissa Verbridge (MV), certified staff member

Jenny Edwards (JE), PTA President (non-voting member)

Site Council Meeting of the Sycamore Elementary School

1. **Call to order** – RC called the meeting to order at 4:34 p.m.
 - a. **Pledge of Allegiance** at 4:35 p.m.
 - b. **Approval of minutes:** Minutes approved at 4:37 pm
 - c. **Administrative & Member Reports**
 - i. **Member Report:**
 1. JE : PTA updates.
 - a. Mother/son sports night was a success. About 160 people in attendance. All site council parent reps were in attendance. Overall it was very successful.
 - b. Read a-thon and spooky run are right around the corner. Fliers will go out during conferences regarding Spooky run (quick turn around on flier to guarantee shirts).
 - c. Read-a-thon will kick off on Friday, October 23rd. Proceeds will be focused on purchasing second chrome book lab. Goal is at least 10K. This will free up iPads for lower grades.
 - d. Box-top submission of almost \$1K was sent in.
 - e. Student of the week assembly is October 21st.
 - ii. **Administrative Report:**
 1. KG – This past week has been very busy.
 - a. Leadership retreat
 - b. NEHS inductions (new 3rd and 4th graders were inducted).

- c. Science showcase was a success (formerly science fair)
- d. Campus safety issue was successfully treated with diligence and school protocol. Threat turned out to be false. Law enforcement was contacted to ensure safety of students, parents and community members.
- e. Tutoring is up and running smoothly.
- f. Parent teacher conferences are Thursday and Friday, October 17th-18th.
- g. Intersession is coming up. Parents will be notified during conferences if their child needs to attend intersession. First week of break (Mon-Thursday). Reading for second grade; reading and math for 3rd-5th grades.

d. Call to the public

- i. RC: suggested recognizing new teachers or possible “New teacher of the year” award.
 - 1. This could fall under “Rookie of the Year” for VPD
 - 2. Discussion occurred on how we can build in awards for new teachers throughout the year.
- ii. MF: enrollment should play a factor in VPD academic teams, spelling teams, etc.
- iii. RC: Discussed “Vail District Parent Night Out.” Meeting will be structured as a dinner meeting with issues that are important to parents (i.e. bond elections, funding cuts, etc.).
 - 1. Stations will be available for parents to learn about and discuss pressing issues.

e. Recognitions

- i. RC: Jennifer Edwards and Mr. Kramer did fantastic job with the Mother/Son sports night.
- ii. RC: Jennifer Edwards and PTA did a great job with the first movie night. Turnout was amazing.
- iii. RE: recognized KG and EI for their handling of school threat and diligence in seeing situation through
- iv. MF: recognized whole staff that put together science showcase night. Science showcase night was a huge success and nicely organized. Meant a lot to students that were showcased during the night.
 - 1. Suggested giving awards for science fair boards to be recognized at next year’s science showcase night.
- v. KG: Recognized Rachel Tankersley for science fair showcase
- vi. KG: recognized Rachel Tankersley and Rita Lichamer for NEHS
- vii. KG: recognized “Engineering is elementary” Rachel Tankersley, Melissa Wright, and Rita Lichamer for putting together staff development on “Engineering is Elementary” including mock lessons that teachers were able to participate in.
 - 1. Using about \$5k in tax credit funds to purchase “Engineering is Elementary” kits for use in clubs and classrooms.
 - 2. Additional teachers were found to help run Engineering club.
- viii. KG: Matt Kramer, Jenny Edwards, Melanie (office), Lizzy Anderson
- ix. KG: Marilyn Suhay
- x. EI: Michelle Harris first year as SAT and testing coordinator – she did a very nice job organizing benchmarks and schedule
- xi. EI: Susie Bell (para and crossing guard) she is first person to offer help and step in when needed.

2. Consent Agenda N/A

3. Old Business

a. Enrollment update:

- i. Currently sitting at 948 students.
- ii. Kinder numbers are still lower than projected.
 1. Discussion occurred on how to increase contact time for kindergarteners. We will come back to this discussion in March/April.
- iii. 3-5th grades we start to see higher numbers.

b. Staff Update:

- i. KG: Stephanie Gallardo is no longer with Sycamore. Christina Hunter has been brought in to replace her.
- ii. KG: Rachel Tankersly will be going on maternity leave in November. Christy Gossen will be guest teaching for her.

c. Facilities Update:

- i. EI: Make a difference day will be November 7th. Please brainstorm ideas.
- ii. KG: work order has been put in to repaint parking lot.
 1. Discussion occurred on how to increase traffic flow and make the “chute” safer for students.

4. New business:

a. Sycamore and New School Boundaries:

- i. KG: committee was put together to determine new boundaries. Current and new boundaries, including student numbers coming from outlined areas, were presented by KG to site council.
 1. Boundaries were set with a target of 300-400 students at new school. This took new growth into account for both areas served by the new school and served by Sycamore
 2. New School would start in upper 300s
 3. Sycamore would start in 600s.

b. New Corona Elementary

- i. EI: presented on new school
 1. Boundaries have been set.
 2. Naming committee was formed and survey blast went out via email, FB, and Corona forum.
 3. Land is being cleared
 4. Ground breaking (possibly in November).

c. Benchmark I Results

- i. KG: Shared Benchmark I results with Site Council and Sycamore’s plan to reteach objectives that have not been successfully meet. Council reviewed results for each grade level and discussed trends and areas of concern.
 1. Results were reviewed with teachers to identify students who need additional help

2. Results were reviewed with teachers to identify standards that need to be retaught. (Teachers receive grade level averages for school and district for both 14/15SY and current 15/16SY).

d. **301 School Goals and Site Council Goals for 2015-2016**

i. School Goals

1. Reading Goal: (Annotated) 70% of 1st, 2nd, 3rd, 4th and 5th grade students will meet the standard on grade level Reading Essential Standards as measured by Benchmark and Formative assessments. 85% of Kindergarten students will master letter name/letter sounds and kindergarten's sight word list.
 - a. This goal was amended and approved via email on 9/23/15: *80% of 1st, 2nd, 3rd, 4th and 5th grade students will meet the standard on grade level Reading Essential Standards as measured by Benchmark and Formative assessments. Measure of success will include student performance after participation in RETEACH, TUTORING and/or Intersession classes. Formative and Benchmark Assessments will follow the curriculum calendar. Resource and Title I teachers will complete reading screenings to monitor growth of students. 85% of Kindergarten students will master letter name/letter sounds and kindergarten's sight word list.*
2. Beyond Textbook Goal: K-5 teachers: Each classroom teacher posts 4 resources: 1 related to Writing, 1 related to Science, 1 related to Social Studies and 1 related to Math. Non-classroom teachers (Specialists, Special Education, and Student Achievement) will post 4 resources in their specialty areas. All postings will be completed by May 9, 2016.

ii. Site Council Goals

1. Site council members to bring possible goal ideas to next meeting
 - a. How are we able to maintain the face of Sycamore and the current programs at Sycamore during the transition to the new school?
 - b. How can we offer the same programs at the new school that Sycamore currently offers?
 - c. Council members will email possible goals to KG
5. **Next Meeting:** Thursday, October 22nd at 4:30 pm.
6. **Adjournment:** RE had a motion to adjourn. ME seconded. The meeting was adjourned at 6:45 pm.