

VAIL SCHOOL DISTRICT
Cottonwood Elementary School
Site Base Council Meeting Minutes
October 17, 2017, 4:00 PM

The meeting of the Cottonwood Site Base Council was called to order by Mrs. Tracy Kurz. Members present were: Mrs. Mary-Helen Douglas, Mrs. Amanda Jensen, Mr. Tom Kruszewski, Mrs. Kristin Salerno, Mrs. Chrissy DeBono, Mrs. Carol Saldaña. Also present included, Mrs. Sarah Bates.

Mrs. Jensen shared on behalf of Mrs. Douglas that there was an error in the August 15, 2017 minutes. The meeting was not called to order by Mrs. Kurz, it was called to order by Mrs. Bates. The error has been adjusted on the minutes.

Mr. Kruszewski moved to approve the Minutes of August 15, 2017, Mrs. DeBono seconded, the motion carried.

Member Reports:

No member reports

Administrative Report: Mrs. Bates reported on the following:

- Welcome new member: Kristin Salerno
- Current Enrollment: 609 (projected 657)
- Resignations-Haydee Pereyra & Nicolae Burns
- Lockdown process-announced drill coming soon!

October:

- Senator Gail Griffin (10/18)
- PTSA Fall Festival (10/20)
- Days of Caring (10/21)
- Red Ribbon Week (10/23-10/27)
- Usborne Read-A-Thon Kick-Off (10/23)
- Town Hall Meeting (10/26)
- Picture Retakes & Class Pictures (10/27)
- Costume Parade (10/31)

November:

- Teacher Inservice, Half Day for Students (11/1)
- 3rd Grade Fire Department Visit (11/2)
- PTSA Meeting (11/6)
- 2nd Grade Veterans Day Assembly & Performance (11/7)
- Progress Reports Due (11/9)
- Veterans Day-No School (11/10)
- McTeacher Night (11/14)
- Family Reading Night (11/16)
- Kinder Thanksgiving Play (11/21)
- First Grade Friendship Feast (11/21)
- 2nd Grade Charlie Brown Thanksgiving (11/21)
- Band, Orchestra & Choir Performance-VTOTA (11/21)
- Thanksgiving Break-No School (11/22, 11/23 & 11/24)

Recognitions:

Mrs Kurz recognized Natalia Skillicorn for her hard work with organizing the Days of Caring event. She also recognized all of the committee members who are working hard preparing for the upcoming Fall Festival.

Mrs. Saldaña recognized all volunteers who helped with Cottonwood's first yard sale.

Ms. Salerno recognized Chrissy DeBono her time and dedication to organizing Cottonwood's first Townn Hall.

Mrs. Bates recognized the following individuals/groups:

- CWE PTSA for a successful Math-a-thon we raised close to 19,000 and they were able to gift the school enough to purchase the chrome books and literature sets .
- Stephanie Magnuson for coordinating a successful Benchmark 1 testing schedule.
- CWE Leadership Team for their support and positive attitude towards the adjustments being made this school year.
- Jeff Lucas and family, John and Brenda Spillman for over 60 hours of volunteer work on our outdoor improvement project!

Consent Agenda:

- | | |
|--|---------------|
| A. Field trips: (Approve) | ACTION |
| Special Olympics Bowling – Tucson Bowl (10/17) | |
| Special Olympics Bowling – Tucson Bowl (10/18) | |
| Special Olympics Bowling – Tucson Bowl (10/26) | |
| Special Olympics Bowling – Tucson Bowl (11/14) | |
| Special Olympics Bowling – Golden Pin Lanes (11/16) | |
| 5 th Grade Students to Maritime Museum and H & M Landing, San Diego (4/27/18-4/28/18) | |
| | |
| B. Fundraisers: (Approve): | ACTION |
| Usbourne Book Read-A-Thon (10/23/17-11/3/17) | |

Mrs. DeBono moved to approve the consent agenda as presented. Mrs. Kurz seconded, the motion carried.

Old Business:

INFORM & DISCUSS

- A) CWE Town Hall** - Mrs. Debono shared updated information regarding the Town Hall meeting and what the evening would be like. Our parents will begin in the MPR so they may hear information from Stephanie Magnuson, our Student Achievement teacher to learn about Assessments and Big 5 Data. From this point the parents will then have an opportunity to rotate through either a primary grade level track or a secondary grade level track. At the end of the evening, parents will return to the MPR to close. Childcare will be provided in the library for school age children.

- B) Family Handbook** – Mrs. Bates and Site Council members will be working together to develop a new Family Handbook for Cottonwood. Each member reviewed other Vail School District elementary schools’ family handbooks and studied the Attendance and Dress Code of each. Mrs. Bates received feedback and took notes of edits or changes and will be working on a draft to share with the Site Council members for review. The members will be reviewing and studying different sections throughout the course of the school year to create our own personalized handbook for Cottonwood.
- C) Teacher Request** - Mrs. Bates and Site Council members will be working together to develop or adopt a new Teacher Request Policy for Cottonwood. Each member reviewed other Vail School District elementary schools’ teacher request process and discussed the vast differences with each school. After reviewing each, the Site Council agreed to adopt the policy that Ocotillo Ridge currently has in place.

New Business:

INFORM & DISCUSS

Discussions took place on the following topics:

- A) **Senator Gail Griffin Visit** – Mrs. Debono shared that this week is “Bring Your Legislature to School”. Senator Gail Griffin from District 14 will be coming to Cottonwood for a visit on Wednesday, October 18 to tour our classrooms with our Student Council President, meet with Mrs. Bates and Governing Board members and teach a civics class to our 5th graders.
- B) **Days of Caring** – Saturday, October 21, Cottonwood will partner with United Way and also parents and staff for a Days of Caring event. Mrs. Bates shared that the volunteers will be working on the grounds landscaping walkways, creating garden beds, cleaning the tortoise enclosure and constructing a new tunnel enclosure and also painting the 4 square areas on the secondary playground.
- C) **School Label** – Mrs. Bates shared that the Vail School District received the highest GPA in the state of Arizona! Cottonwood received a B label and was only 4 percentage points away from the A label! Mrs. Bates shared she is quite confident that we will be competitive for the A label next school year as we have many components in place to achieve great success!
- D) **School Goals** – Mrs. Bates shared at this time we were unable to move to approve Cottonwoods School Goals. Mrs. Bates and a team of teachers will be attending a District Data Dig on October 23rd. At that time, the team will study all data and then create Cottonwoods School Goals. Mrs. Bates will then email Site Council members so a vote of approval on the Goals can take place. Mrs. Bates will then forward the approved Goals to Mrs. Penn at the District Office.

Mrs. Kurz moved to hold the next meeting on Tuesday, November 28, 2017, Ms. Salerno seconded, the motion carried. Mrs. Kurz moved to adjourn the meeting, Mr. Kruszewski seconded, the motion carried.

Submitted by: Dawn Ball, Acting Clerk

Date

SITE COUNCIL APPROVAL:

Mary-Helen Douglas, Chair

Chrissy DeBono, Teacher Member

Tracy Kurz, Clerk

Kristin Salerno, Teacher Member

Amanda Jensen, Parent Member

Carol Saldaña, Classified Member

Tom Kruszewski, Community Member