

VAIL SCHOOL DISTRICT
Cottonwood Elementary School
Site Base Council Meeting Minutes
November 28, 2017, 4:00 PM

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

Mrs. Kurz moved to approve the Minutes of October 17, 2017, Mrs. DeBono seconded, the motion carried.

Member Reports:

No reports

Administrative Report: Mrs. Bates reported on the following:

- Current Enrollment: 624
- New Hire: Ashley Silvain-Special Needs Para & Lisa Purcell-Student Data Coordinator
- Transfer: Bailey Bloomfield to CHS

December Activities:

- Reading w/Character Event (12/1)
- Benchmark #2-Math, Reading and Writing (12/4-12/8)
- Craft Fair Preview (12/11)
- Spelling Bee (12/11)
- Science Benchmark (12/12)
- Art Club Open House (12/12)
- Advanced Math Benchmark (12/13)
- PTSA Holiday Parents Night Out (12/15)
- Angel Tree Wrapping (12/15)
- PTSA Holiday Shop (12/18-12/22)
- Student Council Holiday Gram Sale (12/18-12/20)
- Family Reading Night (12/21)
- Craft Day (12/22)
- End of 2nd Quarter, Half Day, Early Dismissal (12/22)
- Winter Break (12/25-1/5), Return (1/8)

Recognitions:

Chrissy DeBono recognized all Cottonwood staff for the help and support with the Town Hall meeting. Mrs. Kurz complimented how well the night went and how informative it was.

Carol Saldaña recognized Terri Akers for her hard work coordinating the Thanksgiving food baskets to our families in need.

Tracy Kurz recognized Stephanie Magnuson for the successful McTeacher Night. Everything was well organized and her family had a lot of fun! She also recognized Natalia Skillicorn for being an awesome Volunteer Coordinator, she is always helpful and works very hard!

Kristin Salerno recognized Sarah Bates for treating the staff to a delicious turkey lunch! Ms. Salerno also wanted to recognize our amazing PTSA for organizing a gratitude lunch filled with amazing crock pot soups!

Mrs. Bates recognized the following individuals:

Pam Maguire for organizing a SARSEF Science Investigation night.

Jennifer Bliss-Morris for the wonderful 2nd Grade Veterans Day performance as well as the Band/Orchestra performance.

Chrissy DeBono on completing her NAU Masters in Educational Leadership!

Terri Akers for organizing Angel Tree for our families that are in need for the holidays.

Kayleigh Lutich and Bailey Bloomfield for their hard work with the Special Olympics Club. The students participated in a bowling competition

Consent Agenda:

ACTION

A. Field trips: **(APPROVE)**

ELP to Tucson Museum of Art on 11/16/17

Band and Orchestra to Vail Theater of the Arts on 11/21/17

Art Club to U of A Museum of Art on 11/28/17

3rd Grade to Desert Museum on 12/21/17

B. Fundraisers: **(APPROVE)**

***Mrs. Ball sent an email on October 30, 2017 to all Cottonwood Site Council members requesting they vote on a fundraiser that was submitted after the Site Council met and would happen before the Site Council would meet again. It is a McTeacher Night school fundraiser that would take place on November 14, 2017 to help raise money for the Reading with Character program. The following Council members responded with a yay vote, Mrs. Tracy Kurz, Mrs. Amanda Jensen, Mrs. Mary-Helen Douglas, Mr. Tom Kruszewski, Mrs. Carol Saldaña, Mrs. Chrissy DeBono and Ms. Kristin Salerno, the item has been approved.

Mrs. DeBono moved to approve the Consent Agenda as presented. Mrs. Kurz seconded, the motion carried.

Old Business:

A) Teacher Request Policy

ACTION

Mrs. Bates presented a new Teacher Request Policy for Cottonwood. After much discussion on changing a few items within the document, it was decided by the Site Council to not vote on the Teacher Request Policy. The Site Council will review and vote at the next meeting once the document has been updated.

B) CWE Family Handbook

INFORM & DISCUSS

Mrs. Bates and Site Council continue to work together to develop the 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 on the different sections. Ms. Salerno will also be taking notes and culminating all of the feedback in preparing the final draft for the handbook. The Site Council will be working on the different sections over the course of the next several months.

New Business:

INFORM & DISCUSS

A) Title One Information

Brandy Dujmic and Aron Schmidt joined the Site Council meeting to share information about the Title 1 program as well as the Parent Involvement Policy for Cottonwood. There was discussion and questions from the council members about how enrollment is determined.

***Mrs. Ball sent an email on November 6, 2017 to all Cottonwood Site Council members requesting they vote on a Cottonwood's Staff 301 Goals after the Site Council met and were due to the District Office for approval before the Site Council would meet again. The following Council members responded with a yay vote, Mrs. Tracy Kurz, Mrs. Amanda Jensen, Mrs. Mary-Helen Douglas, Mr. Tom Kruszewski, Mrs. Carol Saldaña, Mrs. Chrissy DeBono and Ms. Kristin Salerno, the goals were approved.

Mrs. Kurz moved to hold the next meeting on Tuesday, January 16, 2018, Mr. Kruszewski seconded, the motion carried. Mrs. DeBono moved to adjourn, Ms. Salerno seconded, the motion carried.

Submitted by: Dawn Ball, Acting Clerk

Date

SITE COUNCIL APPROVAL:

Mary-Helen Douglas, President

Pam Maguire, Teacher Member

Tracey Kurz, Clerk

Kristin Salerno, Teacher Member

Amanda Jensen, Parent Member

Carol Saldaña, Classified Member

Tom Kruszewski, Parent Member