



SSG Manuel Puentes Middle School

School Improvement Team Agenda

November 17, 2020 3:45-4:45

I. Direction I: Safe and Supportive Learning Environment- Mr. Thomas

- a. School Safety Updates- Thomas

Be safe it doesn't matter who you are around in campus, keep your masks on.

STAFF and Educators:

- b. Checking ESWIPE everyday by administrator. Submit at least an hour before you come to campus. If you are not feeling well ESWIPE anyway and let your supervisor know
If at school resubmit an ESWIPE and let your supervisor know.
- c. Returning to Campus: HR will determine when you can come back.
- d. Submitting Absences- if you are any flu like symptoms it as an absence. ESWIPE and do not come to campus. HR will clear them if they are determined to be COVID related. HR must clear you to come back. Administration will let you know when you can come back.
- e. ESWIPE only if you are coming to campus.
- f. Clinic Information: call
- g. Call in doctors' appointments as Personal Day.

Students:

- h. Students will also need to ESWIPE every day. 1st and 5th period teachers will check to make sure the students have submitted an ESWIPE report.
- i. If student is experiencing COVID symptoms take or have them escort the student to the Isolation Room. Call the nurse, administrator.
- j. If students who are not feeling well before school, they will submit an ESWIPE and attend their classes from home. Call in absence. Submit a note or information about their absence.

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Entrance Protocol:

- k. Review with students.

II. Direction 2: College and Career Readiness- Counselor

- a. Academy Applications –Counselor

Virtual Meeting, Dec. 1st and 2nd, 2020

- b. Completed 1st Semester 8th Grade CCRP plans
- c. Middle School Counselors Meeting: All application for academies next year will be online, a lottery. January is when the selection will be made. Asking for a window to give students to apply.

III. Direction 3: Highly Qualified, Effective Faculty and Staff

- a. EPAC- Update- Mrs. Lewis
- b. Meeting on 18 of October.
- c. Review of the Hybrid Model Lesson format for educators
- d. Areas to Concentrate on: classroom layout, technology requirements and available; students lacking devices; student discipline with some students in class and some remote.
- e. Teachers come in a day before students return to deal with these areas.

IV. Direction 4: Home Community Partnerships-

- a. Parent Meeting and Updates – Amrani
- b. Our school is one of the 39 campuses in our district designated with Purple Heart Designation.

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V. Direction 5: Accountability for All

- a. TRS Resource – Using this resource to help our educators as they prepare their lessons. It will provide help the educators as they plan their instruction. TRS will be used during PLC's.
- b. COVID Update on return to school- Region 19 districts plan. We will be following this plan for our region.

P= Priority scholars- students that are not being successful with their instruction virtually. Bring them in to help them stay focused.

- c. Principal Advisory Committee – notes (Basically, students want ways to interact with each other, not in class.
- d. How we can help?

Counselors have lunch group: Chat and Chew

After school clubs

SIT Members will bring this concern to their departments and share ideas.

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In attendance:

Monica Castro, Principal

Vincent Thomas, Assistant Principal

S. Crowley, Assistant Principal

E. Burdan, Librarian

S. Lewis- EPAC Rep

W. Ruiz, Social Studies

R. Alvarez, SPED

Emily Amrani, Parent

P. Chase, Science

S. Garcia, SCIE Coach

S. Garcia, SCIE Coach

J. Chabre, Counselor

C. PerezBanuet, Electives

M. Salcido, ELAR

Penelope Flores, SE Strategist Special Ed Department

Not Present: Gardner, and Grajeda

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