

# EPAC Meeting Minutes

Thursday, January 21, 2016

DSC Meeting Rooms C & D

4:30 p.m.

The meeting was called to order at approximately 4:30 p.m.

## Members Present:

Christopher Portillo	Luis Salinas	Selene Davila	Annie Gibson
Luz Bouche	Daisy Newport	Maria Washington	Cynthia Reyes
Alicia O'Quinn	Krystal Lozano	Gabriela Barraza	Lisa Gomez
Regina Lerma	Elena Burdan	Erica Armijo	Leslie Nava
Jesus Tapia	Johanna Jauregui	Rosa I. Rojas	Jesus Malanche
Kelley Akins	Jennifer De La Riva	Mary Esther Smith	Theresa Kyle
Monika Hayes	Martha Ortega	Lizette Castro	George Thomas
Frenda Serda-Gerardo	Brenda Torres	Sylvia Gomez	Lorraine Vidales
Issidoro Lopez	Madahi Alderete	Kim Padilla	Lorena Cartagena
Salvador Chavez	Jackie Beltran	Tiffany Heras	
Luz Irene Apodaca	Jessica Chavez	Sandra Burton	
Lee Ann Troncoso	George Moran	Sandra Jasso	

**Cabinet/Staff:** Dr. José Espinoza, *Superintendent of Schools*; Lucy Borrego, *Assistant Superintendent - Elementary Education*; Carmen Crosse, *Assistant Superintendent - Secondary Education*; Marivel Macias, *Assistant Superintendent - Administrative Services*; Alisa Zapata-Farmer, *Chief Academic Officer - Academic Services*; Daniel Escobar, *Chief Communications Officer - Public Relations*; Tony Reza, *Chief Financial Officer - Financial Services*; Jennifer Avila, *Director - Bilingual / ESL Education*; Cory R. Craft, *Academic Compliance Officer - Academic Services*; Dr. Holly Fields, *School Improvement Officer - Instructional Support*; Tammi Mackeben, *Director - Guidance and Counseling*; Richard Ortega, *Director - Special Education*; George Thomas, *Director - Career and Technical Education*; Luis Vega, *Chief of Police - Police Services*; Jeanette Williams, *Director - State and Federal Programs*; Fernie Vasquez, *Assistant Director - State and Federal Programs*; Ismael Castro, *E.O.P. Manager - Administrative Services*; Christy Flores-Jones, *Senior Communications Specialist - Public Relations*; Miguel Moreno, *Instructional Technology Coordinator - Technology Services*; Elizabeth Rios, *Student Team Coordinator - Technology Services*; Raquel Tarango, *Coordinator of Volunteer Program - Administrative Services*; Albert Aragon, *Officer - Police Services*; Jose Castorena, *Lieutenant - Police Services*; Jennifer Ellis-Martinez, *Instructional Officer, Elementary Science - Instructional Support*; Leslie Goldmann, *Instructional Officer, Elementary Social Studies - Instructional Support*; Jennifer Jones, *Title I Specialist - State and Federal Programs*; Oscar Leza, *Title I Specialist - State and Federal Programs*; Elizabeth Marquez, *Instructional Officer, Elementary Early Childhood - Instructional Support*; Rodrigo Portillo, *Instructional Officer, Secondary Mathematics - Instructional Support*; Miguel Rivera, *Instructional Officer, Secondary Social Studies - Instructional Support*; Valerie Sanchez, *Assessment and Data Specialist - Research and Evaluation*; Rachel A. Sendek, *Instructional Officer, Elementary Mathematics - Instructional Support*; Desiree Valdivia, *State Compensatory Education Specialist - State and Federal Programs*

## I. Welcome - Mr. Oscar Leza and Dr. José Espinoza

Mr. Leza opened the meeting, thanked members for attending, and handed the presentation over to Dr. Espinoza, who spoke to members about renewed enthusiasm for the new year. He emphasized the importance of intervention for At-Risk students, sharing that various schools have expressed interest in



becoming part of the WIN Academy initiative. Currently there are 10 WIN Academy campuses and the district is hoping to expand this for next year. District stakeholders have shared about the advantages of the program, which works to support students in need of intervention. In light of School Board Appreciation Month, Dr. Espinoza lauded the efforts of the SISD Board and acknowledged Ms. Angelica Rodriguez, Board President. He noted the multitude of Twitter posts regarding Board Appreciation Month and asked members to continue to post, via social media, the activities of their respective schools in support of students. With regard to the upcoming Papal visit to Juarez, Dr. Espinoza notified members that SISD board members approved the closing of the district on February 17th, reassuring them that the decision was made for safety and logistical considerations, not religious ones. Dr. Espinoza also reminded members about cameras installed on over 250 district school buses and that citations are now being issued to individuals who violate school traffic laws documented by the cameras. He asked EPAC members to tell their teams to get the word out to parents via written notification, school marquee, etc.

**II. Consider Approval of EPAC Minutes for 11-19-15 - *Mr. Oscar Leza***

Mr. Leza asked members for a motion to approve the minutes from the meeting held on November 19, 2015. A motion was made and seconded, and the minutes were approved without opposition.

**III. SISD Calendars – *Ms. Lucy Borrego***

Ms. Borrego addressed members about the proposed 16/17 and 17/18 calendars that were sent via email, asking them to deliberate on them for approval. She provided input about the advantages of approving calendars that span 2 years, particularly with regard to planning staff development. Minutes/days of instruction are not an issue for the district, and this is reflected on the calendars themselves. Ms. Borrego went over the calendar(s), noting that events follow the same basic pattern as before. Something new for members to keep in mind is that the district will now be closed during the last week of June and the first week of July. Members observed a possible discrepancy with the number of days, but the calendars will be re-examined to ensure that they are correct. Ms. Borrego stated that an updated calendar set will be sent to them via email tomorrow. Members were asked to go over the calendars with their campuses and provide a vote via email by January 29, 2016.

**IV. 2015/16 DIP Formative Evaluation – *Ms. Jeanette Williams***

Ms. Williams presented about the 1516 District Improvement Plan Formative Evaluation, explaining the process by which feedback would be gathered from members and added to the document. The Formative, containing information provided by district departments, was sent to members along with a feedback sheet which they would use to provide individual feedback on any 3 strategies from the district improvement plan. She stated that department members were present to answer any questions they might have. 5 minutes were provided to allow members who had not completed the form to work on and submit them. Questions were then posed by members, along with School Improvement Team issues.

**V. Formative Evaluation Questions and School Improvement Team Issues – *Mr. Oscar Leza***

A member stated that her SIT committee suggested that ESL certification incentives for teachers include a bit more than the current stipend (such as technology resources, time for planning/paperwork) to account for the extra work and commitment that is involved once ESL certification is obtained and put into play. Dr. Fields stated that funding is still available for attainment of the certification(s) and Ms. Avila stated that a stipend increase has been studied, proposed, and is still under consideration. Resources for pertinent teachers are available to help.

A member asked about updating the Olweus Bullying Prevention online lessons, stating that many of



the videos and lessons from previous years have already been seen by students. Mr. Vasquez stated that every year, new lessons and videos are created by a team of teachers and posted for each week of the school year, so no repeat of lessons should occur unless teachers choose to reiterate a particular concept. He explained that on the page where lesson hyperlinks are listed, lessons for the current year as well as previous years may be accessed. Campuses also have the option of creating their own lessons to address specific issues that they may be experiencing. Some have even involved their own students in this process, to include a student perspective. Lessons that appear online are available so that teachers always have something to work with during their designated Olweus time.

The member from Rojas Elementary shared that their heating and cooling dilemma has not yet been resolved. Some rooms are freezing for a matter of minutes, and then become excessively hot for the next. Ms. Macias stated that she would follow up with Mr. Eyeington again and that a point of contact would be established to communicate if the problem continues.

The member from Options High School shared about the Daycare/Head Start program at the campus, in partnership with Region 19 Education Service Center. Qualifying individuals (staff and students) may take advantage of this and may contact both the campus as well as Ms. Alicia O'Quinn for more information. Transportation is available. The program will also provide support for students who seek an early education degree after high school graduation. Mr. Thomas added that prenatal care is also offered through the Head Start program.

The member from Socorro High School spoke about problems with non-working bathrooms in the new Science classroom wing. A pipe was damaged at some point, and now spillovers from toilets into the bathroom area occur from time to time. Consequently, the bathrooms are often closed and the campus would like to inquire if anything is being done. Ms. Macias will communicate this to the appropriate parties and will look into the problem being resolved.

#### **VI. Closure – Mr. Oscar Leza**

Mr. Vasquez reminded members of the upcoming Mother-Daughter Conference at Pebble Hills High School on January 30th. Ms. Farmer also reminded members that SISD's RoboCom would take place at Pebble Hills High School on February 6th and the SISD Math Bee would take place at Eastlake High School on February 20th. Mr. Leza thanked attendees and reminded them that the next EPAC meeting will occur on February 18th, 2016. The meeting was closed at 5:17 p.m.

