

EPAC Meeting Minutes

Thursday, September 17, 2015

DSC Meeting Rooms C & D

4:30 p.m.

The meeting was called to order at approximately 4:32 p.m.

Members Present:

Christopher Portillo	Daisy Newport	Gabriela Barraza	Patricia Santana
Lulu Bouche	Krystal Lozano	Erica Armijo	Jesus Malanche
Alicia O'Quinn	Elena Burdan	Rosa I. Rojas	Denise Ewing
Regina Lerma	Connie Gonzalez	Mary Esther Smith	Maria Martinez
Jesus Tapia	Martha Ortega	Lizette Castro	Ana Garcia
Luis Miranda	Darlene Esparza	Sylvia Gomez	Nicholas Tejeda
Kelley Akins	Brenda Torres	Kim Padilla	George Thomas
Frenda Serda-Gerardo	Madahi Alderete	Tiffany Heras	Melissa Smith
Issidoro Lopez	Jackie Beltran	Sandra Burton	Earl Sanchez
Salvador Chavez	JoAnn Hernandez	Maria Santos	Lorraine Vidales
Luz Irene Apodaca	George Moran	Annie Gibson	Lorena Cartagena
Lee Ann Troncoso	Selene Davila	Cynthia Reyes	
Luis Salinas	Maria Washington	Lisa Gomez	

Cabinet/Staff: Dr. José Espinoza, *Superintendent of Schools*; Carmen Crosse, *Assistant Superintendent - Secondary Education*; Marivel N. Macias, *Assistant Superintendent - Administrative Services*; Rodolfo Campoya, *Chief Human Resources Officer - Human Resources*; Hector Reyna, *Chief Technology Officer - Technology Services*; Tony Reza, *Chief Financial Officer - Financial Services*; Jennifer Avila, *Director - Bilingual/ESL Education*; Dr. Holly Fields, *School Improvement Officer - Instructional Support*; Tammi Mackeben, *Director - Guidance and Counseling*; Richard Ortega, *Director - Special Education*; Jeanette Williams, *Director - State and Federal Programs*; Fernie Vasquez, *Assistant Director - State and Federal Programs*; Oscar Leza, *Title I Specialist - State and Federal Programs*; Valerie Sanchez, *Data Assessment Specialist - Research and Evaluation*

I. Welcome - Mr. Earl Sanchez and Dr. José Espinoza

Mr. Sanchez opened the meeting and handed it over to Dr. Espinoza, who welcomed members and talked to them about important district occurrences. He spoke about the success of the recent community meetings, about the many parents who attended, and that he hoped that they would spread the word about district endeavors. He shared about the upcoming Walk For Success event, during which district personnel will work hard to bring students, who have not returned to school, back to complete their education. Dr. Espinoza shared how several students returned after last year's event and that it made a difference when they saw that the district truly cared for them and wanted them to come back and succeed. He also spoke about the upcoming Father-Son Conference at Socorro High School, which helps fathers and sons connect during a fun day of learning and activities. He reminded members that intersession is right around the corner and emphasized the importance of tutoring that will take place for students in need. He stated that it was important to contact the parents of students who could benefit from tutoring. Dr. Espinoza shared with members that the SISD Foundation Golf Tournament would be held on October 9th, to help fund scholarships for SISD students when they graduate. Moving on, he stated that attendance in the district has increased compared to last year at this



time and that members should share with their committees the importance of continuing that drive so that students benefit academically. Conversations with parents and students should take place to ensure that coming to school remains a top priority. Dr. Espinoza finished by reminding members about how they could use Twitter to share the positive things that are happening at their school and in the district. He thanked members and wished them a great intersession and a great weekend.

II. Consider Approval of EPAC Minutes for 8-20-15 - Mr. Earl Sanchez

Mr. Sanchez asked members for a motion to approve the minutes from the meeting held on August 20, 2015. A motion was made and seconded, and the minutes were approved without opposition.

III. Staff Development – Dr. Holly Fields

Dr. Fields presented to members about staff development via a PowerPoint presentation and spoke about the specific policy that pertains to it. She discussed the minimum requirements for its execution, emphasizing how state and federal funds that are used in the process are documented in the district and campus improvement plans. She stated that staff development should be scientifically research-based and that it should be specific to the needs of students at campuses. With regard to district-wide needs, Dr. Fields spoke about how English Language Learners and Special Education students need extra support to help them progress, so staff development towards this end is important. Data is analyzed and training is acquired/developed to respond to what the data demonstrates. She provided examples of training initiatives that the district has undertaken and led members in a discussion of how staff development is carried out at their campuses. Afterwards, she asked members to provide feedback via a Padlet webpage. By member request, Dr. Fields stated that a survey sheet would be sent so that they could brainstorm with their SIT committees and suggest training that is needed per campus. Members are to bring back their completed staff development survey sheets to the next EPAC meeting on October 22.

IV. School Improvement Team Issues – Mr. Earl Sanchez

Mr. Sanchez asked members to share any SIT issues for deliberation at EPAC and stated that if a question cannot be answered immediately, appropriate parties will be consulted to address it at the next meeting.

The member from Vista Del Sol asked about the updating of SE's in the item bank in Eduphoria, specifically in Math. Dr. Fields stated that she would consult with Ms. Kelly McBain out of Research and Evaluation for support on that.

The member from H.D. Hilley expressed a need for assistance with regard to pacing guides, specifically the one for Reading. Dr. Fields responded that the pacing guides should be ready for teachers by the time they get back from intersession on October 12. The member from Ernesto Serna stated that they did receive the pacing guides for Reading and Math via email, although they have not been posted online yet. Minor changes were needed but the guides were emailed out.

The member from Helen Ball stated that teachers at the last SIT meeting expressed a concern about windows not having blinds. They were to receive blinds when their HVAC was installed but that did not occur. Also, library furniture has not been replaced. Ms. Marivel Macias stated that she would relay the information to Mr. Eyeington.

The member from Chester Jordan asked for clarification regarding the pacing guides vs. the Year At A Glance (YAG). Dr. Fields stated that the pacing guides are the day-to-day guides and will be released by September 25 for the 2nd nine weeks. Some assessments will also be made available at that time.



The member from Hernando Middle School stated that the campus has experienced issues with printers and asked about installing personal printers as a remedy. Mr. Hector Reyna stated that the use of personal printers is not possible since Technology Services would not be able to provide support to them.

The member from Vista Del Sol relayed a message from the campus's Special Education teachers, asking about how to add IEP notes to the Tyler gradebook and if there was a way to print them out on report cards. The notion is to notify parents about the impact of modifications on grades. Mr. Reyna said he would investigate it, and Ms. Macias spoke about the possible violation of confidentiality with regard to Special Education students. She stated that she would find out for members and principals.

The member from Chester Jordan asked about the window for inputting data from the 6 weeks assessments, with emphasis on students who are absent. Because the window closes and data from absent students is omitted, the data is skewed. Dr. Fields stated that this is difficult to avoid, but that the window could not be made fluid.

The member from Socorro High School stated that the campus's air conditioning is a problem and that it goes out constantly, sometimes for days at a time. On behalf of Mr. Eyeington, Ms. Macias stated that this has been discussed and a plan of action is in the works, but that it will take time due to planning, architects, etc.

The member from Ensor Middle School expressed difficulty that the campus has been experiencing with ongoing construction that has been delayed. She asked if any completion date is available. On behalf of Mr. Eyeington, Ms. Macias stated that the district is in collaboration with the city of Horizon and the Fire Marshal and that it is in the works. Ms. Macias stated that she would email a projected completion date to the member.

Ms. Valerie Sanchez from Research and Evaluation briefly instructed teachers on where to find the updated SE's in Eduphoria.

The member from Rojas stated that last year they asked about the sharing table (relating to food for students) and asked if they could or could not have it. Ms. Macias stated that she would contact Mr. Eyeington and Ms. Shelley Chenausky from Child Nutrition Services for clarification.

V. Closure – Mr. Earl Sanchez

Mr. Sanchez thanked members and reminded them that the next EPAC meeting will occur on October 22nd, 2015. The meeting was closed at 5:17 p.m.

