

## Site -Based Decision-Making Team Meeting - Woodlake ES

December 2, 2020 - Zoom Meeting Format

Agenda and sign in are attached.

Meeting was called to order by Ms. Rivera-Casares, Assistant Principal of Woodlake Elementary, introductions were made and the agenda was displayed.

Ms. Rivera-Casares talked about our 4 campus agreements (Be Respectful, Be Responsible, Be Present and Be Safe), how they relate to our meeting, and these are the protocols that we will follow.

Where we are: The committee discussed what a typical day looks like, i.e. breakfast and lunch in the classroom, health and safety protocols that we are following and how each morning our parent dropping their off are completing the Covid Screener and providing the screen shot to the faculty member at the back loop. We have also issued cards on backpacks with a QR code to help this process easier as well as included the link on our weekly parent newsletter. Ms. Casares also reviewed the numbers: currently Woodlake Elementary has 284 (52%) students that are receiving face to face instruction and 267 (48%) that are currently learning through the virtual mode of instruction. Our biggest challenge with this group of students is completion of assigned work and grades. Ms. Casares then discussed that some students have been off of our campus for 7 months. Our previous school year ended unusually and many of our students are working somewhat below grade level expectations. The teachers will be discussing grades and expectations at their extended planning to help us all understand and work to bring students up to expected levels as quickly as possible.

The topic of Where We Are in terms testing was discussed. Grades 3-5 beginning of the year benchmarks for reading and math were displayed with percentages of students approaching grade level, meeting grade level and mastering grade level. Ms. Rivera-Casares did note that the data is not official until it is distributed by the district office.

The next item that was discussed were the school's 2020-2021 Annual Goals. To help us close the learning gaps and meet our annual goals, our campus has started the afterschool instruction program. Extended Day began on October 21, 2020, with reading instruction as the focus. 81 students from grades 1 - 5 attend twice a

week. It was noted by Ms. Casares that we are the first elementary school to begin after school instruction in our district at this early time of the school year, typically we begin our Extended Day program in January, but with this being an unusual year we wanted to get our students the additional instruction time as quickly as possible.

Updates on the construction on our front offices, and the plumbing repairs. The front offices are expected to be ready for move in following Spring Break. Once the temporary offices are moved back into the front office the Library will be moved and the construction on our Library will begin. In light of the newly discovered plumbing issues a relocation to another campus was offered to our campus, but our school administration declined the offer in the interest of stability for our students and staff. Ms. Saunders also made note that the senior staff at our District office has been very interested in the construction issues and progress, they have visited the construction site and want to accommodate our campus in any way they can.

Our parent member, Mrs. Rendon asked about the ventilation, and the amount of dust that may be present in the campus. Ms. Saunders then discussed all of the testing that was done at our campus, (i.e. asbestos, water (for lead) and mold testing) to ease any worries regarding those items. The recess policy/practice was also asked by Mrs. Rendon and Ms. Saunders discussed this with the group. It is the current policy that grade levels are not taking recess (in the traditional sense) and playing on the playground. However, teachers can have outside instruction i.e. science or take a brain break walk; and that is at the teacher's discretion. There is no set schedule, but grade levels are working together to ensure all health and safety practices are followed.

Our community member, Pastor Jack Hulsey updated the Site Base Decision-Making Team on WKRP (the afterschool program that students attend). The volunteers at WKRP have a start date of January 11, 2021. The guiding factor in this start date is relative to Covid numbers. In other words, if the numbers in Bexar county go up, this start could be delayed. Pastor Jack also mentioned that advertising is another issue. Ms. Saunders ensured him that the school will assist in any way to help get the word out to our parents. She mentioned putting the start date on the marquee, having teachers put the information in their class newsletters, getting the word out through our parent messaging system and

putting the information on our campus website. This program has been well attended in the past by Woodlake students, and parents appreciate the school community and the community's partnership.

Our next SBDMT meeting will most likely be February/March time frame.

Meeting was adjourned at 3:50 p.m.