



Staff Meeting Minutes

May 13, 2020

- Staff roll call
- Happy Birthday to Ms. Meza
- Well wishes to Ms. Doria and family 
- Welcome and Introduction of Ms. Velasquez
- Coach Updates on SEL
 - Sent out email with SEL resources
- SDMC Meeting
 - May 13, 2020
- Nurse Nancy Updates
 - PPE pickup was cancelled
 - PPE mask and gloves will be delivered to the school for staff
 - When the school is open the nurse will check all individuals' temperatures who enter the building
 - The nurse needs a team for temperature checks
 - 25% capacity in the building when closing classrooms
 - Nurse Nancy must register to work for summer school
- Building safety
 - No one in the administrative wing
 - No visiting other teachers' classrooms
 - No hugging, fist bumps, hi fives, etc.
 - No physical contact with colleagues
- Library item return
 - Recommended that books are quarantined for 24- 48 hours
 - Do not spray with any disinfectants
 - Books will be left in a bin for Ms. Robinson
- August PD Plan
 - Becoming more familiar with Microsoft Teams, MyON, Ready Rosie, and Imagine
 - The plan is a draft and is open for feedback
- Grades are due May 20, 2020
- Email was sent from Tristan with a preview of how the CONNECT email will look
- 30 min PD is encouraged for teachers to watch to become familiar with CONNECT
- Summer School
 - Offered to Q5 and Q4 students
 - English teachers can offer summer school to Tier II and III students
 - Lesson Plans are required
 - June 8- July 2
- Committees
 - New committees are being created
 - Current committees are being assessed
- EOY schedule

- No one is required to return to the building
- 2020- 2021 Theme: Be a Star 
- Title I Meeting
 - May 19, 2020
 - 1 parent per classroom
- Technology
 - Teachers will keep their laptops over the summer
 - Laptops will be checked in and checked back out to teachers
- Potential Baby Shower
 - Drive- By May 22, 2020
- Q & A
 - A student mom wants him attend summer school but wants to know the hours? More than likely it will be in the morning with the possibility of a 30-minute live lesson.
 - Mom wants the student to go to summer school but does not want to commit to live meeting? The students can receive a packet for summer school.
 - Can Q5 PK3 students attend summer school? Yes, all Q5 students must be invited to summer school.
 - Mom feels like virtual school is not the same, will the student be given a computer? If the student was put on the list by the teacher as needing technology and are attending summer school, they will receive a laptop.
 - Is this day only to pass out students' personal items and report cards? No, the day is to close out your classroom partially or fully depending on upcoming information and give students their personal items. Report cards, class pictures, EOY certificates will also be given out.
 - On our designated day, how early can we come in? The building will open at 7:00 AM
 - Is someone allowed to come to help close out my classroom and do we have only that day to pass out things and clean? Only Farias staff is allowed in the building unless there is a doctors' order. Email Ms. Solis personally and it will be assessed on a case by case basis.
 - I have furniture that I am not using how can I get rid of it? I have asked Ms. Trevino and there is no room in storage. You will have to keep it until the storage room is decluttered and room is made available. No furniture should be stored in the Restroom.
 - Can keys and security badges be picked up when teachers come? Yes, a plan can be made.
 - I have a clarifying question; can I come and clean my classroom any day between the dates of May 26th-29th? Reach out to Ms. Williams for an available date.
 - Will all items be placed in the teacher's classroom? The report card, perfect attendance backpacks, EOY certificates, and class pictures will be in the classroom. The report cards will be placed outside the classroom by Friday morning May 22.
 - For the parents who can't come at the set time, what are we going to do with their packets? Leave a list on your students who did not pick up their packets/ personal items on your kidney table along with the students' personal items. A schedule will be made available for those students to pick up their items at a later date.