



De Zavala Elementary School

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Victoria Orozco-Martinez, Principal

Carlos Rodriguez, Assistant Principal

SDMC Minutes
January 27, 2021

Welcome

De Zavala Meeting Norms:

Stay Focused

Stay Reflective

Stay Positive

Stay Involved

MISSION STATEMENT

De Zavala Elementary School provides a challenging learning environment and encourages high expectations for success. We seek the development of appropriate and rigorous instruction that is differentiated to meet all our students' needs. Our school promotes the development of a well-rounded student through a rigorous academic curriculum and opportunities to learn and enhance new skills in our after-school clubs. We proudly foster high parent, teacher, and community member involvement in the goal to create life-long learning members of society.

VISION STATEMENT

De Zavala Elementary encourages and aims in providing equitable opportunities and equal access to an effective and individualized education in a safe and caring environment. We believe in addressing the "whole child" and that all children can and will learn if given the proper resources. Our students will develop the foundation of becoming critical thinkers and problem solvers; they will know and understand how to be successful in a global society.

- **Safety and Security**
Ms. Orozco-Martinez started the meeting welcoming members and expressing appreciation for taking the time to be present for the SDMC meeting. As the school year starts, we must continue to follow CDC guidelines making sure we follow the four W's. The health and the safety of our students and staff members is our number one priority. It is essential to be vigilant and careful about the social distance among staff members. Teachers are expected to be cleared daily using the Axiom app. Nurse Brown leads implementation of protocols related to the health of our staff and students. Staff will contact Ms. Brown for questions related to specific situations related to health protocols. The cases of Covid-19 are increasing specially in the East area. Mr. Canjura mentions that free testing is available at the Centro del Corazon.

A fire drill will be scheduled for next week. We will continue using the color system for evacuation. Teachers are expected to follow the usual procedures for fire drills. Students are used to the color system.

- **Budget: Enrollment and Staffing**

There are about \$40,000.00 in the general budget. This funding is used to pay for substitute teachers and hourly tutors. Ms. Orozco-Martinez explains that excessive teachers' absences require more funding to pay for extra support to cover for classes. Currently, there is a shortage of qualified substitute teachers to cover classes for online learning. It is important to ensure the funding is spent wisely.

Enrollment will be impacted next year. We could lose two teaching positions. About seventy-five fifth graders will leave campus this year and there are not enough new students in Pre-Kindergarten right now to make up for the difference. We need to recruit students for Pre-Kindergarten starting now. Mr. Canjura suggests creating a flyer or card to promote the school. Mr. Canjura mentioned several places in the community where these flyers can be left for distribution such as the Magnolia Community Center, the library, and others.

- **Student Attendance and Interventions**

Attendance has been decreasing. It is important that two-way communication between parent and teacher is honored for attendance purposes. In some cases, students have been marked absent in error since the two-way communication was not considered. Motivation is an essential component to increase our attendance. Teachers can develop plans and incentives to motivate students to be present. A few students need support with broken devices or missing chargers. We do not have more devices to replace. It is essential that students take care of the devices. We need to communicate with parents about the shortage. The resources are limited. The lack of working devices affects attendance of students.

Interventions for grades third to fifth have started. In person tutorials are Mondays and Tuesdays and virtual tutorials are Thursdays and Fridays from 3:10 p.m. to 4:10 p.m. Teachers are encouraged to do two hours of tutorials during the week and two hours on Saturday from 8:30 a.m. to 10:30 a.m.

- **Other**

Students in upper grades mostly do not activate the camera feature with consistency. It is important for parents to know that when the cameras are on, the teachers can better support students.

Teachers can use multiple devices during online instruction to provide more effective monitoring of students. Teachers can use the iPad or desktop to see the class in gallery view. It is difficult to teach and monitor students with only one device. All teachers should have a desktop and/or laptop that they can use to monitor students (Secondary device for instruction)

Teachers need to revise and adjust the settings for the Team meetings to ensure easy access for administrators and school support staff.

Ms. Orozco-Martinez praised teachers for the hard work and flexibility. With no more questions nor comments the SDMC meeting concluded at 4:10 p.m.

Members present:

Ms. Orozco-Martinez, Ms. DeLuna, Ms. Gomez, Ms. Jordan, Ms. Perez, Ms. Marino, Ms. Sanchez, Ms. Vasquez, Ms. Mendoza, Mr. Velez, Mr. Cantu, Mr. Canjura, and Mr. Rodriguez



One Community, One Mission: Student Excellence.