

W. Charles Akins ECHS CAC
Meeting Room: CCC Rm. 146
Wednesday, September 4, 2024
MINUTES

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Melinda Van Horn, assistant principal, opened the meeting to introduce the purpose of CAC and start the meeting to seat members and co-chairs. For official business, Mr. Herbin, the principal, will preside first meeting to go over official business. Sign-in sheets were sent around the group to establish membership and will be created to electronic document for future meetings. A copy of agenda and training material regarding the CAC role and responsibilities were passed out to attendees.

6:54 p.m. Motion called the meeting to order by Ms. Miralrio. Second by Mr. Huggins

Meeting notes from May 2024 were not available, therefore moved to training.

Presentation for Training Member Recruitment - [PPT](#)

Note: Need 6 parent applicants, three completed. Parents need to complete the application online. Applicant information will be provided to attendees who will commit to attending three or more meetings.

Current Parent Representatives

Trudy Richard

Beth Pasko

Robert Contreras

Staff Representatives

Lance Wilkinson

Community Member Representatives

Ms. Rask

Business Representative

A+FCU

Student Representatives

Stu Co officers - Simy and Thomas left due to unforeseen circumstances.

Elect two co-chairs who must be members of the CAC. Elected from staff members. No Admin cannot be chairs, service for one year. Need to elect unless no competition.

Purpose of the CAC

The second page of the handout notes four areas CAC must complete and one completed this evening which is review and approved professional development goals for year.

Other areas look at TAPR, and CIP, and review and approve campus budget approval.

HW: A website will be provided to attendees from those who signed up for the attendance.
Review at the next meeting that members affirm training materials.

CAC Business Plan

DRAFT of Professional Plan resented by Mr. Herbin- planned draft by Academic Leadership Team over the summer with input from 25 representatives from campus to look at important topics to focus campus goals that work on student success from many school years.

Areas:

AVID - Site team to focus on strategies to present on campus focusing on WICOR strategies. Focus on literacy plan to support across the school. Staff members have attended summer institute and additional training to support WICOR strategies

Special Populations - SPED, 504, Emergent bilingual. Provide training to staff to support student success.

Data Driven Instruction - back into PLC framework and how to segregate data.

SBG - grading structure that improves on growth targets

PPFT - changes that impact teacher evaluation in STRANDS, tied with compensation, want to make sure teachers are familiar with.

Blended Learning - transition from online and in-person learning - make sure to teach teacher to use strategies

Campuswide systems and structures - relationship protocols with academy meetings and team building

Attendees were given time to read and ask questions

Question by Mr. Hubbard: having AVID school-wide is this more about providing a class for all students? Mr. Herbin said not but looked at instructional strategies to improve student engagement using WICOR.
Ex. Collaboration - not just looking at materials but working toward improving knowledge, ex. reading - not just reading but annotating and marking text to show the connection.

Question by Ms. Richards: the last meeting talked about equity training but did not see on the plan. Mr. Herbin will ensure to add to the plan. Noted that special populations training will be focused on equity and provided for whole campus as well as have a campus equity advisory committee working on training from the district to provide back to the campus.

Question parent in the back: Is there training on testing strategies for the students working with online tests (ex. Text to Speech and Speech to Text)? Mr. Wilkinson noted that case managers work with students in

testing strategies while tutoring or working in small groups. Melissa Contreras CTC-campus testing coordinator discussed training being provided to teachers to look at online platform and how to support students to work on testing tools.

Question by parent: what are effective tier 3 interventions to help in class? Mr. Herbin noted the typo and will correct explaining the difference between tier 2 and tier 3 interventions used in class to help students be successful.

Question by Ms. Ancira: question about staff team building - can there be a self-check for teachers and self-care, buddy check? Can this be supported?

Answered by Ms. Van Horn - Action team Staff Happiness will work on helping check on each other.

Question by parent: Can the action teams be explained?

Mr. Herbin shared developed campus-wide committees - called action teams. Staff are part of different interest in supporting and contribute to school improvements. 15 different teams that will have 30 minutes to meet at campus professional development to support the culture of Akins. Ex. faculty meeting time will have 30-minute teams allotted to meet and plan. Ex. Equity, Happiness, Community service, beautification, etc.

Question by parent: Student-wide safety - question how does Akin handle and what is campus goal? Mr. Herbin noted that this is one of the committee's focus but noted this training is under system-wide structures. Ex. safety training for security expectations (ex. Hold, Intruder - to do best practices as we are audited by TEA who will try to get in and get into campus). This is a constant conversation with staff due to the large campus and area. This is constantly messaged to ensure protocols and conversations with staff. Additional questions were asked about whether should people see this and share it with the campus. It was affirmed and Mr. Herbin talked about using security staff to patrol and work on checking buildings and areas.

Question by parent: in an event of actual emergency, is there communication given to teachers? Ex. gun issue that had happened on campus. Mr. Herbin explained that a decision was made with the police who received notification and completed safety checks quickly. Mr. Herbin shared data about gun accounting on campus from past years and said that there are protocols to follow that ensure safety.

Question by parent: is there an audit for security? Another parent noted this will be AISD public records and shared at CAC (unclear to hear) Parent requested can this be shared and would like to see the information. Another parent asked if a student sees something, they should share it? Mr. Herbin stated this is taken seriously no matter what issue and focuses on the safety of campus. Cecilia Gutierrez shared her experience while at Akins that the campus takes any threat or issue immediately.

A parent made a statement that information not directly shared leads to issues that spread panic where students text parents which leads to parents coming to campus to remove kids. A mention of an app - can this be provided to parents to receive information quickly? Can this be available (Parent mention used at Bailey). Trudy Richards mention that the concern should be brought forth at the district as a decision for notification without meeting protocols is not Mr. Herbin's decision. Parents mentioned notification of absence, tardy not quick either as received the notification the next day. Mr. Herbin noted faster communication is a concern and will work on addressing it.

Question from parent: Restorative practices - for kids who see issues? Herbin noted that check-ins were completed with students and could not state what was relayed. Mr. Herbin noted that counselors will be noted to look in on students and provide supports.

Election of Officers

Ms. Van Horn moved to decide on co-chair positions. Had volunteers come forward. Asked attendees if interested in the co-chair position for CAC. There was none, therefore no election, and will name official chairs. Noted that the application is now using online membership application on the website link.

So Lance Wilkinson - staff Co-chair

Rob Contreras - parent Co-chair

Michelle Cardenas stated they placed their application in August. Van Horn did not get from the district of public government asked parent to resubmit.

Public Comments

Question from Trudy Richards: FIT/Eagle Time: different name what does it stand for?

Leadership noted students needed more structure in flexible instruction time- FIT. Still have to hold time to support student share students, but tutoring time will move in the rotation schedule to get students to get help in classes but structured rotation. Message out to students: Once we have transitioned set we will allow flexibility for pull out, tier interventions, clubs, and tutoring. The goal is to build management and transition movement.

Parent question: In the past there was flexibility. As kids need additional support, how will they use those opportunities to get support in this set schedule? Ms. Van Horn did note that once funding is available or teachers establish support with Homework Haven. To ensure safety our priority is enforcing structure that students follow expectations of place to be. Parent was concerned that teachers have set specific expectations that correction with set teacher. Ms. Van Horn noted to help parent after the meeting. Another parent questioned the expectation of Eagle Time. Ms. Van Horn noted Eagle Time is structured for credit recovery and SBG standards.

Trudy Richards asked - is there an SSS replacement? Mr. Herbin stated that there were candidates that received calls but decline due to pay. Trudy asked if there could be interns. Ms. Van Horn noted it must be supervised by social work to monitor and supervise.

Question by parent: Campus beautification - how consistently campus is landscaped? The parent drove by HS and asked why is AKins not maintained like other campuses. The discussion noted the district has services have been impacted by costs and resources. Parents would like to see pride and are willing to help - meet with committee members. This can be discussed with leadership to set up and plan with committees.

Motion called to end: 1st by Huggin, 2nd by Mr. Contreras at 7:59 p.m.

