



# AVECHS

## Coffee with the Principal

### September 26, 2018

**Meeting called by:** Principal De La Garza

**Location:** Portable 20

**Meeting Start Time:** 9:25

**Meeting End Time:** 10:45 AM

**Minutes Recorded by:** Melanie Beegle



**Attendees:** AVECHS: Principal Liliana De La Garza, POA Marisela Quezada, Secretary Melanie Beegle  
Parents: Patricia Rosas, Eva Quintana, Corina Gomez, Rosemary Favela, Fabiola Jaime, Sara Acevedo & Rosa Cano.

### *Minutes*

**Agenda item:** School Grade: Appeal

**Presenter:** Principal De La Garza

**Discussion:**

Attached Report Card was provided to all parents. De La Garza stated that AVECHS has a C for 2018 & that she appealed the grade right away.

- She pointed out that the bottom 2 columns "Graduation" & College and Career Readiness" did not receive a grade. Facts stated:
  - AVECHS has 100% graduation rate last year
  - Students graduate with an Associate's degree
  - College and Career Readiness (CCR) is part of AVECHS student's Associates degree. Students are prepared for their Next Step – Post Secondary Colleges.
  - Juniors and Seniors are enrolled in DACC courses
- Principal De La Garza stated that AVECHS should have received A's for both of those sections resulting in an overall Grade of a B or possibly even an A.

She hopes to hear by the end of the week the status of the appeal and will notify parents of the outcome. Principal De La Garza pointed out that

**Agenda item:** Security/Safety

**Presenter:** Principal De La Garza

**Discussion:**

- Onsite Security
  - Security comes from DPA and monitors the bus stops every morning and patrols the campus in the morning and during passing periods.
  - Principal De La Garza has direct contact with DPA and security through radio transmission.
  - Last year AVECHS only had security from mid-April thru May. This year security started at the beginning of the year. This change was brought about to show the presence of security and to make the students feel safe.
  - On Site Security Measures
    - Principal De La Garza informed all teachers that even though AVECHS is a comprehensive high school that all classroom doors are to be locked at all times.
    - All teachers/classrooms have working phones to contact the Administration office in case of emergencies.

- Emergency Drills

All emergency drills are performed as required by the GISD Safe School Plan including:

- Fire Drills - Performed 4 times within the 1<sup>st</sup> month and then once monthly thereafter. Students evacuate the campus as per the designated evacuation routes until an All Clear is given.
- Lockdown – Classrooms are shut down, teaching stops, students are quite locked inside of classrooms.
- Shelter In Place – (Not a high danger situation) Classroom instruction continues, students are free to move around but not leave classroom.

**Agenda item:**      **Data: PARCC and SBA Science Assessments**                      **Presenter:**      Principal De La Garza

**Discussion:** Principal De La Garza broke down the results of the charts printed on the back of the meeting agenda. Charts included Algebra 2 Proficiency, Geometry Proficiency, SAB Proficiency, ELA 10 Proficiency & ELA 11 Proficiency.

- AVECHS is doing very well especially in Geometry.
  - Science (juniors) showed growth from 42% - 89%. Results were driven by both Mrs. Stevens and Dr. Sanogo taking turns providing extra tutoring.
  - ELA 10 showed growth from 42% - 63%
  - ELA 11 showed growth from 62% - 79%
    - Principal De La Garza stated that all schools struggle in Math, not just AVECHS. She will implement an open discussion with the teachers on this matter at the next Leadership meeting.

**PARENT INPUT/QUESTIONS:**

**Input:** Several parents expressed concerns with their children struggling with Math. Principal De La Garza reported that Mrs. Jurus had just had a baby but has been working with students to build up their math skills. Mrs. Jurus gives standards to gauge where the students are and where they need to be. By starting now students should be prepared for PARCC. A parent suggested have the students read more that students don't read the math problems.

**Input:** A Parent reported that they see that things are changing for the better and that they are glad to see that everyone is on the same page.

Action items	Person responsible	Deadline
✓ Leadership Meeting: Discuss with teachers on why all schools struggle with math and how to improve	Principal De La Garza	Oct. 17, 2018

**Agenda item:**      **Fall Break – October 1-5, 2018**                      **Presenter:**      Principal De La Garza

**Discussion:**

- Both 9<sup>th</sup> & 10<sup>th</sup> grade will be out for Spring Break with the exception of any student that is behind on thier Edgenuity course. Those students are required to attend from 9:15 AM – 4:30 PM until they get back on track.
- 10<sup>th</sup> grade will attend from 9:15 AM – 10:30 AM Monday thru Thursday.
- 11<sup>th</sup> grade students will attend from 9:15 AM – 4:30 PM on Monday and Thursday.

**Agenda item:**      **DACC student grades (Canvas)**                      **Presenter:**      Principal De La Garza

**Discussion:** Principal De La Garza has been stepping into the classroom on a daily basis and having DACC students access Canvas to review their grades. She has also been having Senior parent meetings where she sits down with both the parents and the Senior and has them open up their Canvas grades so that together everyone can review the students grades/progress.

- Principal De La Garza does not have access to DACC grades. She receives a grade report at midterm and end of course.
- Principal De La Garza requested to have parents speak with their children and ask to see their grades on Canvas. "Canvas" being the magic word.

*Note:* Additional parent input and questions in regards to DACC is listed under Open for Discussion – DACC/AVECHS Course and General Information.

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**Agenda item:** State Standards/Common Core **Presenter:** Principal De La Garza

**Discussion:** Principal De La Garza explained that teachers are giving students standards to gauge where the students are and where they need to be. By starting now students should be prepared for PARCC.

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**Agenda item:** Parent Portal: Monitoring your Child's Progress **Presenter:** Melanie Beegle

**Discussion:** Parent Portal

- With the exception of 2 parents all other parents reported that they had access and have been using the Parent Portal.
- One parent reported that she had undergone the orientation but is still unable to access the Parent Portal.
- Principal De La Garza suggested to the 3 parents that they meet with the Data Entry Clerk Lety Castaneda after the meeting to gain access.
- *Side Note: Both parents were seen in the Administration Office obtaining their login credentials and information.*

Action items	Person responsible	Deadline
✓ Signing Up to Access the Parent Portal	Parents	ASAP

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**Agenda item:** Online Resources: How Parents Can Help Their Children **Presenter:** Melanie Beegle

**Discussion:** Principal De La Garza reported that student Textbooks are online in Google Classroom. Teachers are always willing and able to help as well as her office is always open for parents and students alike. She reiterated that parents are always welcome to either come visit with her in her office or communicate via phone calls or emails. Emails may take 1-2 days though to navigate through our District email server. She also recommended Khan Academy as a great online resource for both students and parents.

**PARENT INPUT/QUESTIONS:**

**Input:** A parent reported not being able to help their child because she didn't understand the assignments. In the past assignments had a few examples or students had textbooks and now everything is accessed through Google Classroom.

**Response:** Principal De La Garza stated that she would speak with the teachers at the next Leadership Meeting to request for teachers to provide guidance to parents so they can help their students at home. She would also check on the accessibility of textbooks.

**Input:** A Parent reported that they have tried to contact some of the teachers via email but that it takes too long for them to respond due to the District email server. The teachers do respond but the time the parent received the email she has already found an online resource to help their student.

**Input:** A parent suggested Class Dojo. She uses it with one of her elementary child's teacher and the response is immediate.

**Response:** Principal De La Garza stated that she uses an App named Remind to communicate with all students and those parents who have requested to be contacted. She would speak with the teachers at the next Leadership Meeting to find alternative forms of communication.

Action items	Person responsible	Deadline
✓ Leadership meeting: Communication between teachers and parents	Principal De La Garza	Oct. 17, 2018
✓ Leadership meeting: teacher guidance to parents so that they can help their student at home	Principal De La Garza	Oct. 17, 2018
✓ Leadership meeting: Accessibility of textbooks to students	Principal De La Garza	Oct. 17, 2018

## OPEN FOR DISCUSSION

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### Communication from Principal to Students and/or their Families

- **Remind App**
  - Principal De La Garza sends information via text with an app “Remind” to both students and any interested parents. This is a one way of communication; people cannot respond.
    - She sent out a text to all seniors about open Scholarships urging them to apply.
- **School Messenger**
  - Parents reported that some are receiving the phone messages while others have not.
  - Mrs. Jaime reported that at the beginning of the year but as of about a week ago she is.
  - Principal De La Garza stated that she adds all of the phone numbers listed in Power School to School Messenger. Mrs. Beegle requested that all parents list their specified phone numbers on the sign in sheet so that they could be added to School Messenger.
  - Principal De La Garza reported that the message is received first in Spanish and then about 5-8 minutes later in Spanish.
    - Majority of parents in attendance reported that they are Spanish speaking and prefer Spanish.

### Cursive Writing

- A parent noted that students are not taught or required to write in cursive and don't know how to sign their signature.
- Principal De La Garza stated that when she was an elementary school teacher that she taught her students cursive.

### DACC/AVECHS Course & General Information

Students are required to have 1080 seat hours enrolled in a NM educational institution as per NM regulations. Students have to be enrolled in High School in order to be enrolled in DACC. Seniors attend DACC courses and either the DACC Gadsden campus or DACC Sunland Park campus. Juniors attend DACC courses onsite at AVECHS.

- This year
  - Sophomores are taking 1 DACC course during Semester 1 and will be taking 2 DACC courses during Semester 2 concurrently with AVECHS required core courses.
  - Juniors are taking 5 DACC courses during Semester 1 and will be taking 4 DACC courses during Semester 2 concurrently with AVECHS required core courses.
    - Semester 1 - Aside from core classes juniors are enrolled in a Research Class & an ACT class to prepare them for April exams.
    - Semester 2 – Aside from core classes' juniors will be enrolled in the Research Class & a Career and College class.
  - Seniors are taking 4 DACC course Semester 1 and have a Seminar class onsite at AVECHS on Fridays.
    - Senior Seminar Class
      - Principal De La Garza felt that the class needed to be meaningful and enrich the lives of the students.
      - Seminar students work on Scholarships & College Applications.
      - Principal De La Garza has seniors log into their Canvas to review DACC grades every 2 – 3 weeks.
        - ❖ Last year's graduating class was awarded 2.2 million in Scholarship money and 1 student was accepted to West Point.
- DACC Timeline:
  - DACC Semester ends December 7, 2018. Students still need to attend AVECHS from 9:15 AM – 4:30 PM; Principal De La Garza will have the students working in the Computer Lab when they would normally have had the DACC courses.
  - DACC coincides for Thanksgiving and Christmas holiday breaks.
  - DACC Semester 2 begins Jan 15-17<sup>th</sup>; students return to AVECHS on January 10, 2019.
  - DACC students will not have a Spring Break. DACC and GISD have different Spring Breaks so students will be attending AVECHS for their DACC courses during GISD's Spring Break.

**PARENT INPUT/QUESTIONS:**

**Q:** Can students get ahead of DACC courses?

**A:** Principal De La Garza's response: For Semesters 1 & 2 DACC students already have a full load with both AVECHS and DACC courses; they have a heavy load and are still just High School students. Non graduate students can be enrolled in DACC during the summer. Parents are to call DACC to inquire about classes. If textbooks are not available in the warehouse than parents will have to pay for them.

❖ DACC Advisors

- For 10<sup>th</sup> Grade - Advisors come in spring to enroll students for their junior year Semester 1 DACC courses.
- For 11<sup>th</sup> Grade - Advisors come in spring to enroll students for their senior year Semester 1 DACC courses.

❖ Bus Transportation

- Parent Input: A parent stated that she appreciates the busses from DPA being available in the mornings to transport DACC students home.
- Parent Input: A parent stated that the half day bus benefits the students because their bus stop is closer to their home than a regular bus. This year's bus transportation is safer than last year's City Transit bus transportation.

**Google Classroom**

- Principal De La Garza reported that all teachers are using Google Classroom

**PARENT INPUT/QUESTIONS:**

**Input:** Several parents agreed that teachers using Google Classroom was great; that their children can do the work from anywhere.

**Input:** Parents reported that they are unsure on how to use Google Classroom.

**Q:** How are they to know what their children need to do and if they have completed the work?

**A:** Principal De La Garza stated that in the past students have had samples of work and how to use Google Classroom.

**Q:** How can parents help their children at home? A parent reported that in Elementary school they are allowed to sit in the classroom to understand how to teach and implement the methods.

**Response:** Principal De La Garza stated that she will bring this topic up at the next staff Leadership Meeting and have an answer for the parents at the next Coffee with the Principal.

ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
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***Next Scheduled Meeting***

November 15, 2018 in Portable 20 at 9:30 AM