Netzaberg Elementary School and

School Advisory Council Agenda

December 4, 2023

3:00-4:00 PM

1. Attending
    a. Ashley Joseph, Denisse Dayley, Laura Erickson, Autumn Rowland, Terri Blue (Minutes), Ms. Smith (Admin), Ms. Edwards, BudE Bell and Makayla Munoz.

2. Follow up from previous meetings:

    a. Communicate staff changes.
        i. 4 new staff members posted on school newsletter (Oct 30-Nov 3)
        ii. How many other long-term subs or positions need to be filled? Two special education aids are processing now. A 50-hr. educational aide and a kinder aide. Kinder teacher has been selected but there is not estimated start date.
        iii. Administrator? The position is being reposted and principals are being prioritized.

    b. Grade level communication with parents
        i. Communication with parents is a teacher performance standard.
        ii. Recommend more rigorous oversight of grade level communication/newsletter (for example: Principal cc'd on grade level newsletter, etc.)
        iii. Continue to receive parent response that there is limited to no communication from 2nd and 4th grade. Ms. Smith will follow up with 2nd and 4th about newsletters going out.

    c. Field trips
        i. Consider fall field trip possibilities to alleviate the crunch at the end of the school year and ensure available transportation.
        ii. Deconflicting the dates of the grade level field trips will enable more parents to volunteer to chaperon, allow transportation to provide services, etc.
        iii. Any updates? Budget has been approved but it has not been communicated as to availability. Ms. Rowland asked about Field Trip that Vilseck is going to the movies and Ms. Smith said it could be a free admission situation she is not aware of the situation. Ms. BudE suggested that not all field trips be on the same day but unfortunately there is a short window between end of the year and testing.

    d. Improve communication with parents about how to access Aspen log in
        i. Provide step-by-step instructions (especially for new parents) with screenshots of examples and troubleshooting recommendations.

ii. Agreed at last meeting to re-post instructions but have not seen it on Facebook or school website. Ms. Grant posted on the website recently and also supported parents during parent teacher conferences.

e. Communication with specials and elective teachers
   i. Parents need a way to contact special and elective teachers. The current website only includes office staff, librarian, Educational Technologist, and the school counselor.
   ii. Recommend a roster with emails for all staff members.
   iii. When parent asked for a teacher roster at front office, they refused to distribute because it's not updated. Ms. Smith explained that a phone list would not be available. Ms. Blue asked what the purpose would be having the number of classroom etc. Ms. Tsu explained that it would help with the Spelling Bee and other activities that are being planned. Ms. Smith explained that we currently don't have a list of classrooms and teachers, but one will be generated.

3. Discussion Topics Submitted:
   a. Walk out gates
      i. Communication about when they are open and when they are locked.
      ii. Remind after school club to go around when necessary (esp. unicycle). Ms. Smith will notify Coach Gray about having the kids not use the walk out gate or leave the unicycles until the following day when they could leave on time.

4. Non-Agenda Items:
   a. SAC dates are currently on the school website or calendar. Ms Blue will get with Ms. Grant regarding dates, times and ensuring the SAC meetings are on the
   b. Substitutions for the lunch menu and items stated are not being served. Ms. Smith suggested contacting AFees and she will contact Ms. Nellie and see if she can let the teachers know about any changes in the menu.

Next SAC meeting: Monday, February 5, 2024 at 3:00-4:00