Campus Advisory Council February Agenda

School Name: Thomas G. Harris ECP Elementary Location: Library Date 2/5/2020 Meeting Type (Regular Meeting)

Agenda Items	Action Items	Presiding Co-Chair	Presenter/ Resource Person
Welcome Call to Order	Syed calls to order at 3:29pm Dominguez/ Brsicoe seconded it		
Introduce New Members	Illeana Napoles- Music Teacher G. Neubaber- community Librada Dominguez- PE teacher Jennie Nelson- ARF/ community member Brandi Juarez- Parent Alio Viloria- 5th grade teacher Ragnar Rowland- kindergarteb Lisa Trevino- dyslexia specialist/ parent Ana Marie Dwiggins- principal Betty Jenkins- executive director of elementary schools Jennifer Yom- 1st teacher Ana Juarez- parent Whitney Briscoe - 2nd David Carter- PreK teacher Ted Anderson- parent/ community member Alice & Lyon Graulty- parent/ community member Laura Tomlinoson- Librarian S. Foxx- parent/ community member S. Romero - Prek teacher/ parent Dottie Hall- community member S. Wyatt- AP		
Approval of Last CAC minutes	 Windsor Park Meeting about Equity and how the neighborhood association is standing for equity in AISD 2nd 9 week assessment review Plan for MOY testing (which already occurred) Plan for Principal Selection Process will be discussed at the following meeting (this 		

	 meeting) 5) CIP goal was changed to focus on fitnessgram of students and creating a healthy Harris. We discussed methods on how we are working on making our campus healthy- Brighter Bites, Central TX food bank class, posting healthy recipes online. 6) Dual Language at Harris and plans for next year. We discussed plans on having a biliteracy committee which has already had their first meeting. 	
Citizens Communications (communication from parents or outside programs)	- none	
Suggested Activities: Data Available for Review: MOY results Principal Selection Process	 MOY (Middle of the Year test) Reading, Writing, and Science were a full 2018 STAAR test Math was adjusted based on what we have taught Reading Results - 191 students total tested 54% APP; 20% Met; 7% Master Math Results- 195 total tests - 48% APP 21% Meets; 9% Master Writing Results 54 students- 54% APP; 20% Meets; 6% Master Writing Results 54 students- 54% APP; 20% Meets; 6% Master We Grew A LOT in writing Science- 71 students tested total-APP- 37% 11% Meets 3% Master We had Data Meetings with teachers to plan intervention and what are plans are for tutoring We are going to start tutoring afterschool M,W,TH, F with all students (not just passing students) Tutors are teachers, but also could be TAs and other teachers in intermediate grades or the online TA position 	Ana Dwiggin Presented
	 Betty Jenkins- Principal Selection Process - see dates picture of timeline below Ana Dwiggins- Interim Principal currently and will be until the end of the school year 	Betty Jenkins

 "We want staff members and community members to be in the process as we select the principal for Harris" - Jenkins Dwiggins will still have to apply for the full time position Timeline: Step 1: Principal Position was posted on Jan 6 and letter was sent out to families on Jan 8 Once applicants apply they go into their first screening with Screening Committee Step 2: Screening Committee LBJ vertical team principals will screen the applications (elementary, middle, and high school) Applicants will answer questions online by video Application and screening committee will review and pick 6 applicants for School Interview Committee to interview. Concerns from everyone brought up about the amount of interim principals that will be on the committee Betty Jenkins said she will look into pulling other principals from other vertical teams that have full principal positions Committee will use the Principal Profile we create to screen applicants for the top 6. Step 3: CAC role in the process Jenkins asked who the Co-Chairs were for our CAC Syed & Brandi Juarez raised their hands as teacher Chair and prent chair CAC will create a process on how we select the who will be on the interview committee J parent who is not a CAC member T parent who is not a CAC member T parent and 1 teacher Committee will interview 6 individual, 40 minute/ person on April 14, 2020 at the Southfield building - All Day Substitute will be provide by HR The Interview Committee will meet on April 2nd as well to develop interview questions 	 1	
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for the principal interview.		

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Process for Interview Committee Selection-	
Betty Jenkins suggested multiple ways to select the	
other 4 members of the interview committee.	
- Create a Ballot box and pick randomly?	
- Create an application and interview?	
- Wyatt said that we need to have a lot of time	
to allow all parents/ staff to participate	
- Deadline to have an interview committee	
selected is by March 4, 2020	
- Betty Jenkin suggested we could	
move the deadline date a few days if	
we want to have our March CAC	
meeting to finalize who we select.	
Thoughts on how we can interview	
- Most committee members were thinking of	
an application process	
- Wyatt and Trevino brought up the idea that	
maybe just have an interest form or	
nomination form for parents who may not be	
as literate or intimidated by a full applications	
- We want parents to want to apply and feel	
included. We want to reach out to all parents	
(working parents)	
- Maybe have an application for staff and	
interest forms for parents that is not long	
(aso in multiple languages) and staff or CAC	
can vote on parent nominations based on	
how many apply?	
Profile Development for Principal - March 24	
- We look at the data and learn about the	
background of our school	
 Suggestion that we have multiple profile 	
meetings	
 1 with staff afterschool 	
 2 with parents and community 	
- 1 in the morning -principal	
coffee chats	
- 1 in evening- for other parents	
 Some debate on times, but overall 	
consensus we want as much input as	
possible so ALL parents can be a	
part of the experience.	
 Look at the principal rating process that 	
AISD uses to appraise principals as our	
template.	

1	1
- We will create a profile of quality and skills	
we would like in a principal	
=Briscoe brought up why we would use last year	
TEL Survey	
- Jenkins said it takes a few months to	
process and we may not get the results by	
March 24.	
- Briscoe and others brought up concerns that	
the culture, leadership, and results will be	
very different from last year to this year.	
- More questions on using TEL survey for	
current year vs. last year	
- Council asked Jenkins if we can expedite the	
process of the Harris survey so we have it	
before our profile meeting.	
- Jenkins will go back and see if we can get	
our current TEL survey data before March 24	
or if we can move date	
Step 4: Superintendent interview	
- Interview committee will get 6 people to	
interview and pick their Top 3	
- Superintendent will interview 3 and select	
one	
Step 5: Board will decide to approve principal by	
May 18 and will be announced that night.	
May 19- Introduce new principal	
- CAC + PTA should have a reception to	
welcome and introduce principal	
 Typically it happens in the evening 	
 Meet the new principal 3 times 	
 Morning- meet the students 	
- Afternoon- meet the teachers	
 Evening- meet the parents 	
Foxx asked if it would be weird if Dwiggins is not	
selected and if that is confusing for students and	
parents?	
 Jenkins couldn't remember a time when 	
interim was not selected but if it did happen	
we could adjust our plan to be more sensitive	
to the conflict.	
- When the letter in January came out, parents	
had a lot of confusion about what was	
happening, but when call came in, Dwiggins	
clarified with parents that she is an interim	
and she still has to apply to become	
and she still has to apply to become	

	permanent.	
Other CAC Business	Climate Surveys - TEL surveys- annually - Results won't be available until March - Family survey- annually	
Adjourn	Syed Adjourn at 426 Rowland Adjourn second	

Action Items indicate there is an expected action to be taken. However members may make motions at any time during the meeting (for example, in relation to an update of discussion).

Talent Acquisition and Development Independent School District **Communication Timeline for Harris Elementary School** By Whom Action Timeline Associate Superintendent Posting Date for 2020-21 Principal Monday, January 6, 2020 Position **Executive Director** Inform Staff Monday, January 6, 2020 **Executive Director** Letter to Parents Monday, January 6, 2020 **Executive** Director Meeting with CAC to Review Wednesday February 5, 2020 Principal Selection Process **Executive Director** Identify Screening Committee Monday, January 6, 2020 Campus CAC and Executive Director Identify Interview Committee Wednesday, March 4, 2020 Associate Superintendent/Executive Profile Development for Principal with Tuesday, March 24, 2020 Parent/Staff Director Associate Superintendent/ Executive Application Screening for Principal Tuesday, March 31, 2020 Director with support from Human Capital Campus interview committee, Develop interview questions Thursday, April 2, 2020 Executive Director, and Human Capital Tuesday, April 14, 2020 Associate Superintendent/Executive Committee Interview for Principal Director with support from Human Capital Scheduled by Human Capital Superintendent Interview Wednesday, May 6, 2020 Wednesday, April 15, 2020 **Executive Director and Human Capital Board Packets Board of Trustees Board Approval** Monday, May 18, 2020 Associate Superintendent Tuesday, May 19, 2020 Parent letters announcing new principal Associate Superintendent Tuesday, May 19, 2020 troduction of New Principal to staff

Urans

February 14, 2019

Fitnessgram results for the Fall 2019 Diagnostic :

Campus Summary (Diagnostic) Report

118 HARRIS ELEMENTARY CAMPUS GRAND TOTAL

	9	Body C	Body Composition: Bo	a: Body Mass Index	Cardio	Vascular: Mile Run/Pacer	le Run/Pacer	Streng	Strength & Endurance: Curl Ups	ace: Curl Ups	Strength	th & Enduran	1 & Endurance: Push Ups	Flee	Flexibility: Sit & Reach	k Reach	Fle	Flexibility: Trunk Lift	ınk Lift
		Total	Number in	Percent in	Total	Number in	Percent in	Total	Number in	Percent in	Total	Number in	Percent in	Total	Number in	Percent in	Total	Number in	Percent in
Gender	Ethnicity	Tested	Henithy Zone	Healthy Zone	Tested	Healthy Zone	Healthy Zone	Tested	Healthy Zone	Healthy Lone	Tested	Healthy Lone	Healthy Zone	Tested	Healthy Lone	Healthy Zone	Tested	Healthy Lone	Healthy Zone
Campus Total Garls	Black	10	1	10%	3	0	%9	\$	1	11%	\$	1	1196	8	1	11%	10	2	22%
Campus Total Gula	Hispanic	95	82	41%	32	\$	19%	8	15	13%	8	11	1196	8	15	24%	8	11	1796
Campus Total Guis	White	4	2	96.9	1	1	100%	3	2	65.9	3	1	9396	3	1	9966		0	960
Campus Total Gula	Other		2	50%	0	0	46	+	0	695	4	1	25%	+		e605	4	1	25%
Total Guis		28	34	9665	36	**	19%	82	18	9625	82	14	96LT	8	0C	Net	83	14	96.1
Campus Total Boys	Black	u	4	9666		2	50%	11	Ţ	966	11	5	459%	11	4	9666	11	2	1500
Campus Total Boys	Hispanic	r,	30	184	36	10	28%	8	ź1	15%	55	14	21%	8	15	12%	25	2	IQº a
Campus Total Boys	White	2	0	640	1	1	100%	2	11	30%	2	0	950	2	0	660	2	0	960
Campus Total Boys	Other	1	1	100%	0	0	%		0	640	1	1	100%	1	0	9%0	1	0	960
Total Boys	All ALL	18	2	219%	41	£1	9626	8	61	13%	22	20	2496	8	et.	13%	23	6	9611
Campus Grand Total		174	55	34%	E	20	26%	165	37	2296	14	\$E	2196	165	6E	2494	191	E	14%

Goals for Final test results:

Carry as Canada and

BMI - Diagnostic is 34. I want to achieve 40% ~My goal would be to increase by 6%
Cardio - Diagnostic is 26%. I want to achieve 35% ~My goal would be to increase by 9%
Curl ups- Diagnostic is 22%. I want to achieve 35% ~ My goal would be to increase by 7%
Push Ups- Diagnostic is 21%. I want to achieve 27% ~My goal would be to increase by 6%
Sit and Reach- Diagnostic is 24%. I want to achieve 35% ~My goal would be to increase by 9%
Trunk Lift - Diagnostic is 14%. I want to achieve 25% ~ My goal would be to increase by 9%

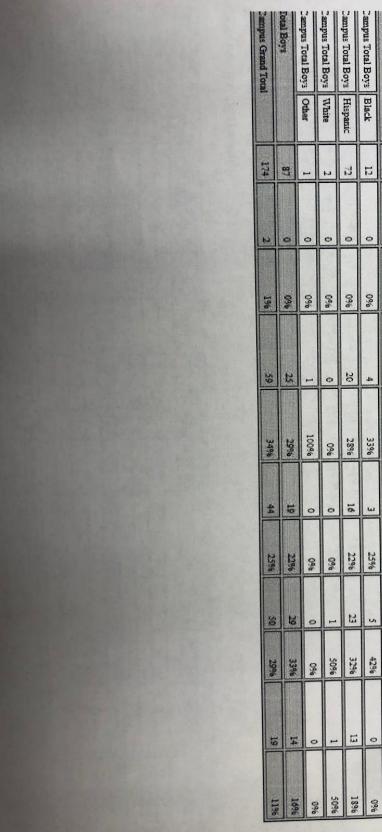
Past years percentages results:

118 HARRIS ELEMENTARY

School Year	Test Type	School Year Test Type Body Mass Index Cardio Curl Ups Push Ups Sit & Reach Irunk Litt	Cardio	Curl Ups	Push Ups	Sit & Reach
2017-2018	Diagnostic	46%	2.896	18%	19%	28%
2017-2018	Final	49%	41%	52%	9609	46%
2018-2019	Diagnostic	9.685	3296	32%	1996	2596
2018-2019	Final	44%	4190	58%	9655	2890
2019-2020	Diagnostic	3496	2.6%	2296	2196	2496

					150	Body Composition: Body Mass Index	sition: Body	y Mass Ind	EX			
		Total	Number in	Percent in	Number in	Percent in	Number in	Percent in	Number in	Percent in	Number in	Percentin
Gender	Ethnicity	Tested	Underweight	Underweight	Healthy Weight	Healthy Weight	Overweight	Overweight	Obese	Obese	Severely Obese	Severely Obese
			(NI-SR)	(NI-SR)	(HFZ)	(HFZ)	(NI-SR)	(NI-SR)	(NI-HR)	(NI-HR)	(NI-VHR)	(NI-VHR)
Campus Total Girls	Black	10	0	960	1	10%	5	50%	2	20%	2	20%
Campus Total Girls	Hispanic	70	2	96E	29	4196	01	2796	17	14%	Li I	496
Campus Total Guis	White	3	0	963	3	9619	0	9,60	1	33%	0	600
Campus Total Girls	Other	4	0	960	1	50%	1	25%	1	25%	0	096
Iotal Guls	1	78	12	296	34	966E	5	29%	u n	2496	s	969
Campus Total Boys	Black	11	0	0%	4	9655	E	25%	S	42%	0	0%
									í c		11	1205

18 HARRIS ELEMENTARY CAMPUS GRAND TOTAL



Distrito Escolar Independiente de Austin Oficina de Escuelas Primarias Betty Jenkins



8 de enero de 2020

Estimados padres de familia y personal de la Escuela Primaria Harris:

Seleccionar el próximo director permanente de su escuela es una tarea sumamente importante. Por lo tanto, el proceso para determinar quién será el director incluirá reuniones con los padres de familia y el personal escolar para identificar las características que consideran importantes en el próximo director permanente de Harris. Generalmente, estas juntas del perfil del director se realizan para identificar características con un enfoque en cuatro áreas basadas en el marco de liderazgo del Austin ISD: líder didáctico, desarrollador de talento, líder ejecutivo y formador de cultura.

El Consejo Asesor Escolar (CAC, por sus siglas en inglés) será responsable de determinar un proceso para seleccionar a los miembros del comité entrevistador y de aportar sugerencias para la formulación de las preguntas de entrevista. Habrá seis miembros de la escuela en el comité:

- Copresidente del CAC (padre de familia)
- Copresidente del CAC (maestro)
- Padre de familia que no esté en el CAC
- Maestro o miembro del personal no docente que no esté en el CAC
- Padre de familia o tutor legal en general (puede o no ser miembro del CAC)
- Maestro en general (puede o no ser miembro del CAC)

Este comité, que también incluirá al superintendente adjunto y al director ejecutivo, recomendará tres finalistas para que sean considerados por el superintendente. El superintendente le hará la recomendación final a la Mesa Directiva.

El cronograma para el proceso de selección es el siguiente:

24 de marzo de 2020	Junta con los maestros (3:15 p.m4:45 p.m.) y padres de familia (6:00 p.m7:30 p.m.) para crear el perfil del director; la junta será en la escuela
14 de abril de 2020	El comité realiza entrevistas para determinar 3 finalistas.
6 de mayo de 2020	El superintendente entrevista a los 3 finalistas.
18 de mayo de 2020	Se presenta el candidato seleccionado a la Mesa Directiva para su aprobación.

Valoramos y apreciamos su apoyo a la Escuela Primaria Harris. Espero recibir sus aportes en las juntas. Si no pueden asistir, pueden enviarle su opinión a Becky Phillips por correo electrónico a Rebecca.Phillips@austinisd.org o dejarle un correo de voz en el 512-414-5143.

Atentamente,

Betty Jenkins

Betty Jenkins, Directora ejecutiva de Escuelas Primarias

4000 S. IH-35, Austin, Texas 78704-7420, (512) 414-0038

Austin Independent School District Office of Elementary Schools Betty Jenkins



January 8, 2020

Dear Harris Elementary School Staff and Parents:

Selecting the permanent principal for your school is an extremely important task. Therefore, the process for determining the principal will include meeting with parents and school staff to identify characteristics deemed important for the permanent Harris principal. Generally, this principal profile meeting is to identify characteristics with a focus on four areas, based on the Austin ISD Leadership Framework: instructional leader; talent developer; executive leader; and culture builder.

The Campus Advisory Council (CAC) will be responsible for determining a process to select the members of the interview committee, as well as providing input in developing the interview questions. From the school, there will be six members of the committee:

- CAC co-chair (parent)
- CAC co-chair (teacher)
- Non-CAC parent
- Non- CAC teacher or non-teaching staff
- Parent/guardian at-large (may or may not be a CAC member)
- Teacher at-large (may or may not be a CAC member)

This committee, which will also include the Associate Superintendent and Executive Director, will recommend three finalists to the Superintendent for consideration. The Superintendent will make the final recommendation to the Board of Trustees.

The timeline for the selection process is as follows:

March 24, 2020	Meeting with faculty (3:15pm-4:45pm) and parents (6:00pm-7:30pm) to develop principal profile; meeting held at school
April 14, 2020	Committee interviews candidates to identify 3 finalists
May 6, 2020	Superintendent interviews the 3 finalists
May 18, 2020	Selected candidate presented to Board for approval

Your support of Harris Elementary School is valued and appreciated. I look forward to your input at the meetings. If you are not able to attend, you may submit your input to Becky Phillips via e-mail at Rebecca.Phillips@austinisd.org or voicemail at 512-414-5143.

Sincerely,

Betty Jenkins

Betty Jenkins Executive Director of Elementary Schools

4000 S. IH-35, Austin, Texas 78704-7420, (512) 414-0038