**Coles Advisory Council Minutes – October 20, 2021**

Welcome

Contact information shared

Distribution of Bylaws

Norms established for meetings

Council Member positions voted on: Chair – Sohamy Marquina, Vice-Chair – Emily Haines, Secretary – Shakira Townsend, Superintendent’s Advisory Council on Instruction Rep – Sean O-Brien (Alternate: Ann Smith)

**Discussion:**

1. Why are the council member parent representatives split into geographic areas? – to have representation of all areas of our school community—council members stated it is important to have representation of all areas of school community and to keep the representation as it currently is built into the bylaws.
2. A question from a parent within the school community---should it be written into the by-laws of how to determine which parent representative for the geographic location should be the representative when multiple people volunteer for the position? Mrs. Forgas explained she handled it as who contacted her first. Council members wanted to think about it further and perhaps write the procedure into the by-laws during this school year to make the process clear.

**Data:**

**\*Common Assessments**: We track our data by having all students take common assessments in reading and math every 2 weeks. We also track the students reading level data as well. We take county and state assessments and have weekly CLT meetings with staff.

\*We also look at last year’s SOL results: how many students passed out of how many tested by grade level in each grade and subject

**\*School of Excellence** = how schools perform on SOL’s, physical education assessment, parents and staff and students survey percentage, school that is a counseling certification, graduation percentage and attendance data, etc… but no school of excellence given to any school this past year due to the pandemic. Last School of Excellence given was for 2018-19 school year. None provided for 2019-20 or 2020-21 due to pandemic.

\*We have been ranked Top 15/20 of elementary schools over the past few years

**\*ESOL** students takes **WIDA test** and how they perform and increase their levels. This measures students, writing, listening and speaking which equals a composite score.

\*Another data is PALS for K: data will be provided at the next meeting

\*PALS for all students

\*1-2: Math assessment 1st: right on target 2nd grade: small concerns

\*K-3: Take PALS measuring phonemic awareness, rhyming and fluency, sight words, comprehension, etc

**New information:**

\*Went over how many students receive ESOL services

\*County purchased a new LA program, HMH which goes along with Common Core

\*Looking at **HMH reading scores**: not great scores and looking how to increase their scores moving forward

\*VDOE growth assessment: VA state curriculum 3rd grade test covers 3rd & 2nd grade curriculum; 4th grade covers 3rd grade curriculum; 5th grade covers 4th grade curriculum

\*Looked at BOY reading levels

\*3rd grade math is the most challenging and concerning results

**Budget:**

\*PWCS is a site-based county.

\*We can make decisions based on the needs of the school. We make decisions with the leadership team by looking at using the data.

\*Constantly watching the student numbers and looked at funding for staffing

\*Fixed allocations include what is funded in each elementary school

\*Looked at the Per Pupil dollars for each grade level

\*reviewed the DHH program and preschool program

\*reviewed additional funds for economic disadvantaged students

\*Looked at total income and total expenses with 93.5 staffing. Does not include temp staff/pals tutor, additional reading support, targeted tutoring, sol remediation, or math support. Resources for these supports come out of the bottom line.

\*Everything that it takes to run a school ( i.e… computer subscriptions such as Dreambox, RAZ kids, toilet paper, cleaning supplies, paper towels, paper, copiers, technology items, etc….) comes out of the FLEX funds

\*We base the numbers based off of Sept. 30--- if students come to Coles on Oct. 1, we educate them but do not receive funding for them.

\*We have a K-3 class size grant that keeps our numbers of 24 students and below in grades K-3.

**Next Meeting:**

Think about ideas that are interesting to you—would like to learn about how reading and writing are taught and supported

Please email chair and principal about topics