

Brooke Elementary

School Changes Implementation Team

Date: Thursday, Feb. 20, 2020

Time: 3:15 p.m.

Location: Library

Agenda

1. Updates: 3:15 p.m.

- a. Austin Ed Fund | **Juliana Castillo, Administrative Supervisor of District Partnerships, Ryan O'Donnell District Partnerships Coordinator**
 - i. Austin Ed Fund is an educational foundation that fundraises on behalf of the district. Teachers can apply for mini grants and Brooke has received grants from Austin Ed Fund in the past.
 - ii. There is an opportunity to gain funding to support the Brooke community in their transition. Project goal: To support local, community-driven strategies to (re)build community and maintain the assets parents and community members most value about their school.
 - iii. The CAC will discuss potential ways the funds could be used to support the healing process of the Brooke community
 - iv. Parent: Concerned that Superintendent resigned yesterday and today the portable was removed with machinery while students were present. This job was supposed to happen a long time ago. This disturbed the students who felt their school was being destroyed. The fence was left open leaving the school community vulnerable. This makes us feel the district doesn't care about us. Concerned also that the substitute teacher did not look professional and heard that the substitute slapped a child. It is concerning who the district will send to the schools. Parents don't want to come to this meeting because they feel it's a waste of their time and are so frustrated with what the district is doing.
 - v. Brooke Principal: We need to be careful not to say things that we do not know are true. The district cannot share with the public the consequences that staff or students might experience. We are not trying to hide things, we just need to avoid hearsay.
 - vi. Parent: Our parents and faculty are under extreme stress. It is our responsibility to protect children and keep things in writing so email our principal, email Betty Jenkins and SEL department so that it is

documented. Nothing the district is doing is helping this community heal. You can't get other families in this room because our families feel that the district doesn't care about them.

b. Portable demolition | **Bob Cervi, Executive Director of Construction Management, Jorge Ledesma, Project Facilitator**

- i. Director: Better discretion should have been used. We hired the project facilitator to help us remove portables in a more timely manner. This past week we removed a portable from Dawson Elementary School and on Monday we removed one from Martin Middle School. That brought us to Brooke being the next portable to be removed. We realize that this was insensitive. The other schools were thrilled to see the portables go but obviously it had the opposite effect here. We should have waited until the summer or a long weekend. We have visited with the contractor and the heavy machine will be off the site late today or tomorrow and the fence will be repaired and put back first thing in the morning.
- ii. Parent: When was the preconstruction meeting held? Demolition requires an on-site meeting. Were there erosion control measures? What is keeping the kids from running over to the site of the demolition? Our custodian had to prevent students from going out toward the demo site. We were promised the demo would be done on a weekend. It was very loud and disruptive to our students.
- iii. Parent: the kids watched the demolition from the window and they were afraid that their school was going to be torn down.
- iv. Project Facilitator: There was a preconstruction meeting, and the site was abated. Safety is our first concern. I understand. I am a father and a former teacher and former assistant principal. I know I should have realized the extra care that should have been taken with this school and I am very sorry.

c. Transition/Physical Move | **Brooke Principal/PSS**

- i. Jan. 14, Govalle Site Tours
- ii. Jan. 15, AISD Executives Meeting
 1. Provided information on transportation and transfers.
- iii. Jan. 30, CATCH Night
 1. Parent and family support office assisted with intention forms.
- iv. Feb. 14, Staff Physical Move Meeting
 1. Staff will be given District of Innovation day to pack
 2. Parents will be asked if they can help teachers pack once per week.
- v. Feb. 18, Govalle moved into their new site
 1. Transition is going well, still working on the dismissal process. The kids are loving it.

d. Human Capital/Staffing | **Brooke Principal**

- i. Jan. 6 & 7 Staff from Brooke visited with Linder and Govalle.
 1. Austin Ed Fund provided lunch.

- ii. Feb. 4 Human Capital Staff meeting
 - 1. Staff were given a survey to share their preferences regarding job placement
- iii. Feb. 5, Brooke/Govalle and Brooke/Linder Connector Model Planning Meetings
 - 1. School teams met to envision what success would look like for the joined school communities, where the schools are now (strengths and challenges) and what additional resources would be needed to make the vision a reality.
- iv. Feb. 14, Resume Writing Workshop
 - 1. Human Capital Office supported staff in updating resumes
- v. Feb. 17, Special Education Staff Meeting
 - 1. District shared where Brooke's special education units will be relocated.
- vi. Feb. 17, Library distribution meeting.
 - 1. In mid-May, Govalle and Linder will be given priority to select Brooke materials. Brooke Librarian will be given priority to bring materials to her new school once that school is known.
- e. SEL/Counseling support | **Elementary Counseling Coordinator**
 - i. SEL, CP&I and Community Engagement staff started a committee in the fall to discuss what could be done to support the schools experiencing consolidation.
 - ii. Committee has met regularly with the campus-based counselors to learn what support they need.
 - iii. The committee developed a toolkit and the counselors tailored the toolkit to meet the needs of campuses. It's been translated into Spanish.
 - iv. The week the closure was announced, circles were hosted with all classes, led by the teachers and counselors.
 - v. SEL department was here for CATCH night and hosted some circles.
 - vi. One idea we're discussing is hosting an orientation camp at receiving schools over the summer.
 - vii. We transition students from elementary to middle school every year so we are looking at what works for those transitions
 - viii. If students are receiving services currently, we are ensuring they will receive those services at their new school.
 - ix. Parent: Parents had mixed feelings about the school leadership staff attending the Valentines dance. Even though that was a decision the school was involved in making, there was a sense of, "Can't we just have a celebration?" Let's keep this in mind for future events.
 - x. Brooke Principal: there are also parents who have a hard time making it to the campus but knew they would be there for the dance and they were glad that school leadership was available.

- xi. Linder Principal: We are hoping the Austin Ed Fund could help fund the summer orientation camp. We felt welcomed at CATCH night.
- xii. Govalle Principal: We'd be happy to host something similar. We would love to come to your events and have you at our events. We loved Brooke's CATCH night. Our hearts were full after we left. We're also thinking that funding could be used to help team build among staff.
- xiii. Parent: We are going to have "blended families" and with that there will be flare ups. We are hearing that some bullying has been taking place with families that have already transferred out of Brooke. The receiving school did not prep the students to know that new students would be coming in. The school was very responsive when they learned what was happening but it would have been better if they were prepared. That is something we could use help with, how do we build culture and prepare our students to be joined?
- xiv. Counselor: We've done activities in the past with student ambassadors who talk about what they love about their school so we could see if we can bring that to the new school.
- xv. Parent: the training needs to happen from top to bottom, from administration to teachers and students.
- xvi. Govalle Principal: We've done responsive campus training. We could do a refresher. We could do team building with parents too and capitalize on everyone's strengths.
- xvii. PSS: We will want to have meetings with parents too. We can either transfer our anxiety onto them or our confidence.
- xviii. Linder Principal: We're so used to new students coming in. There is a lot of mobility to begin with. This is our culture, our campus is very welcoming and our students are used to new faces all the time. This will be a positive new layer of welcoming new faces.
- xix. Counselor: If your child is being bullied, it needs to be reported so we can address it immediately. We're monitoring what we call the "to:from" list. This alerts our counselors so they can start preparing for incoming students.

2. **Questions/Concerns/Suggestions: 4:15 p.m. | Community Engagement**

- a. It would be helpful to send out the agenda in advance of the meeting.
- b. The survey for repurposing school sites should be shared with this school community.
- c. Parents of students receiving special education services are still very concerned about where the units will be placed and which teachers will be assigned to which schools.
- d. District needs to acknowledge that these things cause additional stress on staff. When we replace PD days with packing, that takes away from our students. We have incredible teachers, they are coming in on the weekends. Their planning time is full of all these meetings so they can't plan their lessons. That burden should not be placed on the staff. Please

stop using the phrase “Don’t let this distract from your instruction” How about the district pays teachers additional days to take care of this after school is out.

- e. Linder staff were given massages. How can we make that happen for Brooke staff?
- f. Provide dinner for our staff when they have to stay late.
- g. Linder and Govalle are open at any time. Please call either campus to schedule a tour.

3. Upcoming Events: 4:30 p.m. | Community Engagement

- a. April 24, 5-9 p.m. Festival de Leones. Govalle and Linder families are invited to please attend.
- b. April 24 tentative date for Linder Spring Fest (may look into rescheduling)
- c. Govalle is hosting Camp Storywranglers in July
- d. Mon-Thurs. during the month of June Eastside STEM and Robotics Academy. For rising 2nd-rising 6th. Linder will be included this year.
- e. STEAM Fest April 4, 10-2 Martin Middle School
- f. Travis Vertical Team Spring Fest Sat. March 7, 3-6 p.m.
- g. PEAS is having a summer camp in June likely the last two full weeks of June. Sign-up on website: peascommunity.org
 - i. PEAS is at three of the campuses that are closing. They are still in the process of determining where they will be next year.
- h. SCIT schedule: March 26, April 16, May 21, 3:15 p.m.

4. Adjourn: 4:40 p.m.

In attendance: Bob Cervi, Jorge Ledesma, Julianna Castillo, Ryan O'donnell

Committee Members: Griselda Galindo-Vargas, Jessica Wilson, Stephanie Beverding, Ruth Tovar, Laura Castillo, Melissa Rodriguez, Benito Faz-Banda, Paula Reyes, Ali Ghilarducci, Gloria Bedolla, Pam Martin