

DAC MEETING MINUTES

**Note: Minutes should be approved at the end of the meeting or at the next meeting. After approval, minutes and attendance will be entered into the department database within two weeks.*

Canutillo Independent School District

ADMINISTRATIVE OFFICES

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TITLE OF MEETING: District Advisory Committee
STARTING TIME: 4 p.m.
PLACE: Administration Office

DATE: November 12, 2014
ENDING TIME: 5 p.m.

DAC MEMBERS IN ATTENDANCE *(absent in red):*

Nidia Avila	AMS Non-Teaching Pro.
Annette Siemsen	AMS Regular Program
Daniel Gomez	AMS Special Programs
Lorena Molinar-Arriaga	BCE Special Programs
Robert Seeburg	BCE Non-Teaching Pro.
Maria Perez	BCE Regular Program
Maria Alarcon	CES Non-Teaching Pro.
Gretchen Hincapie	CES Special Programs
Cecilia Schmitz	CES Regular Program
Heather Cawley	CHS Non-Teach Pro.
Melinda Castillo	CHS Special Programs
Daniel Vasquez	CMS Special Programs
Brenda Smith	CMS Regular Program
Fino Roman	DDE Regular Program
Ericka Sepulveda	DDE Special Programs
Claudia Castañon	DDE Non-Teaching Pro.
Jon Serrano	GES Regular Program
Laura Schenk	GES Special Programs
Grace Carbajal	JDE Non-Teaching Pro.
Robert Lozano	JDE Special Programs
Elizabeth Gavilanes	JDE Regular Program
Ken Holzman	NECHS Regular Program
Tracy Andrews	NECHS Non-Teaching Pro.
Rene Leon	District
Patricia Cruz	CISD Parent
Tina Douga	CISD Parent
Sal Payan	Community Member
Harold Shumate	Business Member
Annette Brigham	Admin

ALTERNATE MEMBERS IN ATTENDANCE *(in red):*

Bertha Lozano	BCE Non-Teaching Pro.
Lisa Aranda	BCE Special Programs
Maria Valdez	BCE Regular Program
Julie Melendez	CES Non-Teaching Pro.
Jessica Harrison	CHS Non-Teaching Pro.
Ron Gil	CHS Special Programs
Patricia Gallardo	CMS Special Programs
Carol Cruz	CMS Non-Teach Pro.
Susana Contreras	DDE Regular Program
Margarita Harmeson	DDE Non-Teaching Pro.
Vanessa Corral	DDE Special Programs
Lisa Vargas	GES Regular Program
Martha Bueno	GES Non-Teaching Pro.
Maria Varela	JDE Special Programs
Deborah Harris	JDE Regular Program
Jessica Carrillo	JDE Non-Teaching Pro.
Miguel Martinez	NECHS Regular Program
Jaime Mercado	NECHS Non-Teaching Pro.

Guests:

Lillian Valles

CMS

DECISIONS/ACTION ITEMS

ITEM 3: Dr. Galaviz opened the meeting with Item #3. He thanked the representatives for coming. He divided the DAC members into groups and gave them each a goal to provide their input as evidence that we are achieving this goal. The groups reported back to the full DAC.

ITEM 1: Annette Brigham welcomed the committee and thanked them for their service to Canutillo ISD. She presented the position of chairperson – Ms. Heather Cawley nominated Ms. Patricia Cruz, Parent (JDE) as the chair – this was seconded by Ms. Perez (BCE) and motion carried unanimously.

Recorder for January DAC meeting will be Ms. Heather Cawley. She suggested that this position be appointed at the end of every meeting for the following meeting so that this duty would be rotated to other DAC members. All members voted YES.

After a discussion on the meeting dates of CICs at each campus, a tentative date for January's meeting of January 21, 2015 was approved after PIO/Assoc Supt review district calendar for any conflicts. The DAC chose the third week of the month to meet for scheduled DAC meetings throughout the year.

ITEM 2: Ms. Elvia Moreno presented the goals of Canutillo ISD's improvement plan. She tasked members to go to their CIC and align the District's Plan to their campus plan. DAC members will report out next month on their campuses align-

ment to the DIP. Ms. Moreno distributed handouts of NCLM and Texas Mission Goals to committee members. She reported that all principals have been working on their CIPs and aligned these handouts into their campus plans.

ITEM 4: Annette Brigham brought forward this item. She asked for volunteers within the committee to represent their campus on the calendar committee. Ms. Brigham said that the PIO office would send a confirming email to the following people: Nidia Avial, AMS, Elvia Moreno, CO, Laura Schenk, JDE, Mr. Daniel Gomez, AMS, Grace Garbajal JDE, Ms. Pat Gallardo, CMS, Ms. Alarcon, CES. Ms. Heather Crawley and NWECHS representatives asked if they could present names to PIO.

ITEM 5: Annette Brigham presented to members BQA (local) policy and BQA Regulation on the Planning and Decision-Making Process. Ms. Brigham stated that PIO would verify the composition of the current DAC to ensure it met with BQA (Local).

ADJOURNMENT: Heather Cawley motioned to adjourn the meeting at 5 p.m., Ken Holzman seconded the motion; motion was carried unanimously.

NEXT STEPS

REGULAR MONTHLY MEETING SCHEDULE: 1/21/15; 2/18/15; 3/18/115; 4/15/15; 5/20/15

Next meeting to be held on Wednesday, January 21, 2015

This is my interpretation of what happened at this meeting. If you would like to correct an error, make an addition, or consult the original notes, please contact me at abrigham@canutillo-isd.org.

All corrections/additions must be submitted to the DAC membership before approval of minutes.

DATE MINUTES APPROVED:

RECORDER: ANETTE BRIGHAM