

**Vail School District #20 Vail, Arizona**  
Sycamore Elementary School  
Regular Meeting Minutes  
**Monday, October 16, 2023**  
**4:00 p.m.**

**Present:**

**Ken Graff**, Principal  
**Jennifer Jepson**, Assistant to the Principal  
**Dani Vulgamott**, Parent, Chair  
**Erin Cool**, Parent Rep, Clerk  
**Elisha Caywood**, Parent Rep  
**Kacie Casey**, Certified Rep  
**Olsen Hancock**, Certified Rep  
**Megan McGowan**, Certified Rep

**I. Call to Order:** Meeting called to order by Ms. Vulgamott at 4:01pm.

**A. Pledge of Allegiance**

**B. Approval of Minutes:** Mr. Hecht moved to approve the minutes as written. Mr. Hancock seconded.

**C. Reports:**

1. Member Report Dani Vulgamott on behalf of PTA

- Wednesday Step it up Fundraiser. 8:30am-9 K-2 & 915-945 3-5. 10 emails for golden ticket. 11/2 Day of awesomeness
- Wednesday PTA meeting at 3p.m.
- Wednesday family reading 5:30 to 7pm
- Spooky run 10/28
- MOD Pizza all day dine out 11/7. 25% of proceeds.

2. Administrative Report: Ken Graff, Principal

- Back after 3 weeks. Things ran smoothly.
- 56 kids attended intersession ½ days.
- Next intersession is over Spring Break
- Kick off assembly is Wednesday October 18, 2023
- Make a difference day is 10/21 NEHS, STUCO, Steam Garden and a local church. Aim to work on curb appeal on Houghton road.
- Spooky Run is 10/28/23
- Friday CFMS Fall Festival is 10/20/23
- Andrada Fall Jubilee 10/28/2023
- 2<sup>nd</sup> quarter started the week before break.
- Anticipating A label, should be out in the next 2 weeks
- School Spelling bee is 1<sup>st</sup> Friday in December
- 1<sup>st</sup> week of November will be classroom spelling bees
- 10/21/23 make a difference day 8am-12pm. Community Service Club, Garden Club, NEHS, STUCO cleaning up brush and potted plants.
- 9/21/23 5<sup>th</sup> grade concert 6pm.

**D. Call to the Public:** No members of the public present.

**E. Recognitions:**

1. Jennifer Jepson
  - Ms. Esmerelda copying over break
2. Ken Graff
  - Intersession teachers

- Administrative help over break Ms. Jepsen
- Ms. Pangle is the intersession contact. Helps teachers with their concepts, arranges intersession and helps with all around logistics.
- Ms. Boisclair, Ms. Dorgan, Ms. Gossen, Ms. Breinlinger, Ms. Wright, Ms. Peck, Ms. Wallace, & Ms. Roell for their participation in intersession
- Ms. Janes, Ms. Eastman and Ms. Jepsen for their administration during intersession.

## **II. Consent Agenda:**

### **A. 1<sup>st</sup> Grade Field Trip Reid Park Zoo on November 3, 2023**

Ms. Cool motioned to approve. Ms. Caywood seconded.

## **III. Old Business**

### **A. 2023-2024 Staffing and Enrollment**

- Withdrawals since last month.
- Lost 8 picked up 4. Hopefully, we'll get that back to get 682.
- Hannah Gossen interviewed for 5<sup>th</sup> grade and her requirements will be complete 10/30
- New class effective 10/30
- Luissel Kelley teacher instructor in the classroom for 2 weeks to allow her to complete her student teaching
- Ms. Hannah Gossen is doing class visits and a bio will be sent out to 5<sup>th</sup> grade parents for only families that will be affected
- The 5<sup>th</sup> grade team has a pending class that appears to be socially and academically balanced
- Hannah Gossen has great energy strong foundation, techniques, and a leader. 1 of the top Student teachers from UA per the student teacher instructor.
- We are now overstaffed. Which means our metric raises to 702.
- Growth is necessary to keep our current staff.
- Para pro for new student who is temp until student is determined to be a good fit will be made permanent if the student stays.

### **B. Facilities Update**

- Irrigation lines done over break.
  - One spot pooling on K playground
- Rocks were exposed and need addressed. This will be one of our goals for Make a Difference Day. As well as working on garden potting and Houghton curb appeal.
- New water fountains in 500 building
- Waiting on painting
- New lighting encompassing CFMS and our Lot. Working on timers.
- Professional signs for gate instructions
- Keypads pushed until next week.
- Gate welds, not yet, still wrapping up

## **IV. New Business**

### **A. 2023-2024 301 School Goals:**

1. Tax measure that incentivizes teachers to perform by granting \$700 for each of 2 goals met up to \$1400
  - Goal 1: Measure Academic Success
    - Maintain an A Grade
    - SAT scores
    - ELA/Math proficient/highly proficient goal from last year assessed by benchmarks.
    - 75% goal for ELA 77% for math in grades 1-5 makes the goal.

- Goal 2: Support the contribution of curriculum to Beyond Textbooks
  - Goal is for K-5 Classroom, resource, and specialist teachers to contribute an instructional video, full packaged lesson, upload 4 resources, attend a training, or facilitate a break out session at BT super conference.
- Goals as presented are approved.

Mr. Hecht motioned. Ms. Caywood seconded.

#### **B. Fall Fundraiser Update**

- Main fundraiser for the year. Made 13,000 from math-a-thon. Company boasts up to 35K. More of a direct donation. They get a cut.
- Wednesday assembly is put on by the company and they also put together the Day of Awesomeness on 11/2.

#### **C. District Joint Site Council Debrief**

- Do we have feedback that may require further discussion?
- Mr. Hancock says he enjoyed it and thought it was nice to hear about goals and their culmination
- Mr. Hecht says Mental health is not just students, but staff mental health and wellness
- Mr. Graff says attention is more challenging this year in relation to past years. Kids brains are being re-wired to 30 second ads and social media. How do we use tech to allow a brain break and still focus on a lesson plan?
- Mr. Hecht thinks technology, citizenship, rules of use and ethics need to be a focus earlier.
- Camera deactivation. Net ref is a teacher tool that allows teachers to monitor technology use.
- Site Chat GPT in our papers
- Discuss how we use AI in the classroom

#### **D. Campus Safety**

- Fence repair is at the top of the list. Hinges may be oversized.
- Lock down procedures will be gone over. We will have another lock down in February.
- Fire drill monthly
- Bus evacuation drills

#### **V. Next Meeting**

Monday, 11/13/2023 at 4pm in the community room

Ms. Cool motioned to approve. Ms. Caywood seconded.

#### **VI. Adjournment**

Ms. Cool motioned to adjourn. Mr. Hancock seconded. Meeting adjourned at 4:57pm.