

VAIL SCHOOL DISTRICT  
**Cottonwood Elementary School**  
Site Base Council Meeting Minutes  
**September 14, 2021, 4:00 PM**

The meeting of the Cottonwood Site Base Council was called to order by Mrs. Stacie Riley. Members present were: Mrs. Cindy Layton, Mrs. Michelle Salvagio, Mrs. Adrienne Corcoran, Mrs. Shannon Jelle, Miss Lakin MacGregor and Mrs. Carol Saldaña. Also, present included, Mrs. Linda Reusch.

Mrs. Corcoran moved to approve the Minutes of August 10, 2021, Mrs. Saldaña seconded, the motion carried.

**Member Reports:**

No Member Reports given.

**Administrative Report:** Mrs. Bates reported on the following:

-Current Enrollment: 530

**September Activities:**

- Parent/Teacher Conferences (9/16 & 9/17)
- 1/2 Day for Students, All Staff Meeting (9/24)
- Fall Break Begins (9/27)

**October:**

- Return from Fall Break (10/18)
- PTSA Fall Festival (10/22)
- Picture Retakes & Class Pictures (10/27)
- Make a Difference Day (10/23)
- Costume Parade (10/29)

**November:**

- Veterans Day-No School (11/11)
- Thanksgiving Break-No School (11/24, 11/25 & 11/26)

**Recognitions:**

Mrs. Jelle recognized our Behavior Specialist, Terr Akers. She recently invited her to come into her classroom and observe her students. Mrs Akers did an amazing job helping and providing resources and coaching to best fit the needs in her classroom. She also wanted to recognize Dia Berwanger on how she has stepped into her new role and hit the ground running!

Mrs. Salvagio wanted to recognize the entire Specialist team on what a successful night the Specialist Showcase turned out to be. Her family had a wonderful time and was greatly impressed with all of the hard work that was put into the event!

Miss MacGregor recognized Sarah Bates, Linda Reusch and Rebekah Valverde for their collaborative effort in creating the new Kindergarten report cards!

Mrs. Corcoran recognized Mrs. Ferguson on how welcoming and patient she is with all of her students, she also shared how much she and the students love all of the cool critters she houses in her classroom! She also wanted to recognize Miss MacGregor and her entire classroom. Mrs. Corcoran recently volunteered with class pictures and she shared that Miss MacGregor's class was so well behaved!

**Mrs. Bates recognized the following individuals/groups:**

Recently Data Team meetings were held and Mrs. Bates wanted to recognize all teachers in 2nd-5<sup>th</sup> grades on not having any excuses only solutions, hope, and a plan for helping students meet proficiency after looking at Benchmark scores.

**Consent Agenda:**

- A. Field trips: **(Approve)** **ACTION**  
ELP Students to Kartchner Caverns State Park (11/18/21)  
3<sup>rd</sup> Grade Students to Kartchner Caverns State Park (5/4/22)
  
- B. Fundraisers: **(None):**

Mrs. Layton moved to approve the consent agenda as presented. Mrs. Jelle seconded, the motion carried.

**Old Business: (None)**

**New Business:**

Discussions took place on the following topics:

- A) **Make a Difference Day/Community Picnic** – Saturday, October 23rd, Cottonwood will partner with our Community and Staff for a Make a Difference Day and Community Picnic event. Mrs. Bates shared that we will have several projects that the volunteers will be working on. Mrs. Williams, our Volunteer Coordinator, is working very hard to get our community involved in this event.
  
- B) **School Label** – Mrs. Bates shared data from an Arizona Department of Education Accountability of State and Federal document that showed scores of different categories of our school based off of the AzMerit tests our students took last school year. She shared how each category worked and how or why we received the scores presented on each page. Based on all of the scores, Cottonwood would have attained another A rating! We are very proud of how well our students performed during such a difficult 20/21 school year.
  
- C) **CWE Site Goals** - Mrs. Bates presented the Cottonwood Elementary School Goals for the 2021/2022 school year. There are two goals this year, one instructional Goal and one Beyond Textbooks Goal. The Instructional Goals are as follows; Eighty percent (80%) of Kindergarten students will master the Letter Sound Fluency Assessment (40 sounds) by April 2022, Eighty percent (80%) of First grade students will master the Word Identification Fluency assessment (50 words) by April 2022, Kindergarten and First grade students will score eighty-five percent (80%) or higher on each Performance Objective through weekly Math and Reading Formatives after re-teach and retest opportunities as measured by District Formative Assessments by April 2022 and Second through Fifth grade students will score eighty (70%) or higher on each Performance Objective

through quarterly benchmarks 2, and 3 after re-teach and retest opportunities as measured by District Benchmark Assessments. The Beyond Textbook Goal consists of 90% of eligible Cottonwood teachers will upload a fully packaged lesson plan typed lesson plan in EEI format and all accompanying materials from their formal observation.

Mrs. Riley approved the Cottonwood School Goals for 2021/2022 as presented. Mrs. Corcoran, seconded, the motion carried.

- D) Covid 19 Update/Mitigation Strategies**– Mrs. Bates shared information regarding Covid 19 and how we updated our mitigation strategies to keep our campus clean and safe.
  
- E) Joint Site Council Meeting** – Mrs. Bates shared an invitation given to each of our Site Council members from Mr. Carruth to join in a Joint Site Council meeting that will be held over a zoom call on Tuesday, September 21<sup>st</sup>. Mr. Carruth wants to discuss and receive feedback on different topics from all Site Council members within our entire District.

The next meeting on Tuesday, October 19, 2021, was approved at the first Site Council meeting in August. Mrs. Jelle moved to adjourn the meeting, Mrs. Corcoran seconded, the motion carried.

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Submitted by: Dawn Ball, Acting Clerk

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Date

**SITE COUNCIL APPROVAL:**

\_\_\_\_\_  
Stacie Riley, Chair

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Lakin MacGregor, Teacher Member

\_\_\_\_\_  
Adrienne Corcoran, Clerk

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Shannon Jelle, Teacher Member

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Michelle Salvagio, Parent Member

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Carol Saldaña, Classified Member

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Cindy Layton, Parent Member