



# CHRIS YUNG ELEMENTARY SCHOOL

Every Student by Need Every Day

<b>Meeting Title</b>	Chris Yung Parents' Advisory Council			
<b>Date</b>	Tuesday, September 10, 2024			
<b>Time</b>	6:00 pm			
<b>Location</b>	Hybrid: CYES Library, Zoom			
<b>Attendance</b>	In-Person	21	Virtual	5

## Meeting Minutes

### 1. Welcome and Introductions

- a. Meeting called to order at 6:07pm by Katy ter Weele
- b. Introductions: Katy ter Weele (Chair) and Talia Fletcher-Gay (Secretary)
  - i. In-person and online parent introductions
- c. Each school has advisory council to provide input on specific school needs; direct access to Administration for exchange of information and ideas
  - i. Goal to increase parent involvement
  - ii. Combine advisory and PTO meetings in interest of time, hybrid to allow ease of access

### 2. Principal's time/introduction to 2024-25 school year

- a. Principal Downey introduction – 3<sup>rd</sup> year at CYES, 13<sup>th</sup> year in education
- b. Alignment of Commitment 3 of PWCS Strategic Plan – Family and Community Engagement; strategic plan concludes Spring 2025
- c. Updates to meet standards of high-functioning advisory council
  - i. Updated to offer translation option during meetings (interpreter, by phone, or electronically)
  - ii. Posting minutes from meetings – minutes now available on CYES website
- d. Schedule and Topics shared; intend to have at least 6 meetings throughout year
  - i. Usually 3<sup>rd</sup> Tuesday of month
  - ii. Future meeting dates: October 15, January 21, February 18, March 18, May 20

### 3. Presentation: Continuous Improvement Plan (see attached)

- a. Continuous Improvement Plan (CIP) for CYES
  - i. Commitment 1: Learning and Achievement for All
    1. Reading instruction, HMH program in place identifying specific materials to use (new state directives this year)
    2. Math Standards – new math standards from state this year, evidence based strategy = Concrete Representation Abstract Method
    3. Science - 5E instructional Model, exploring with hands on experience before instructional; implemented last year
  - ii. Commitment 2: Positive Climate and Culture
    1. Social and emotional needs = conflict resolution and self-regulation
  - iii. Commitment 3: Family and Community Engagement
    1. High functioning advisory council
    2. Continuing engagement events



## CHRIS YUNG ELEMENTARY SCHOOL

*Every Student by Need Every Day*

- a. Helps parents to understand educational focuses to allow continued support at home

#### 4. Citizen's time: [cyesadvisory@gmail.com](mailto:cyesadvisory@gmail.com) for any desired topics to address

- a. Volunteerism to start the year – parent volunteers in cafeteria and office; includes parents and grandparents
  - a. Down by 2 office staff, so parent support is helpful
  - b. Fully staffed cafeteria now, 3 hostesses starting within next 2 weeks – need for volunteers would decrease for those roles
  - c. Link to Sign-Up genius for parent volunteers; could add to School Status message
    - i. Anticipate update to School Status
  - d. Can reach out to individual teacher for volunteer efforts i.e. fields trip, usually later in school year, after Back-To-School night
- b. Is there an email distribution list or monthly email that comes out?
  - a. Under CYES website, drop-down for Chris Yung Advisory; PTO has separate website
  - b. Currently no one on PTO board – Katy to assist with transition as needed but cannot perform both roles
- c. Need someone in role for Advisory Representative for county council meetings + back-up
  - a. Can reach out to Principal Downey if interested

#### 5. Introduction to SACI – *postponed due to time*

#### 6. Adjourn/PTO meeting begins

- a. Motion to end the meeting, properly seconded. Parent Advisory ended at 6:52 pm