



The University of Texas Elementary School
"Teaching to the Spirit of Every Child"
Education Council Meeting
November 18, 2009

Call To Order

The fourth Education Council meeting of the 2009-2010 school year was called to order at 3:45 PM by Mary Ledbetter, Director of Student Services, in the UT Elementary School (UTES) Multi-Purpose Room on Wednesday, November 18, 2009.

Members Present

Mary Ledbetter, Director of Student Services, UTES
Vedia Miles, 2nd Grade Teacher, UTES
Pedro Reyes, Parent
Dr. Nina Fredland, School of Nursing, UT-Austin
Laila Wakim, 3rd Grade Teacher, UTES
Peter Conforti, Special Education Coordinator, UTES

Agenda

The agenda of the November 18th meeting was distributed before the meeting.

New Business

- Principal's Report
 - Demographics Information
 - Current enrollment: 256
 - 5 current vacancies in 5th grade
 - Olympic Day: November 13th
 - First Olympic Day held on-site
 - Each station was coordinated and punctual
 - Adjust lunch schedule, if possible (for primary only)
 - Volunteers provided exceptional help and coordination
 - Thanksgiving Luncheon: November 19th
 - Lunch schedule has been altered to accommodate for the number of parents/visitors expected
 - Thanksgiving Holiday: November 23rd-November 27th (2 Teacher Waiver days)
 - Teachers must submit documentation of dates worked on annual plans over the summer

- 5th Grade Service Project: December 2nd
 - 5th graders will be “caroling”
- 4th Grade Concert: UT Alumni Center, December 4th
 - Will be held during school hours
- String Project Concert: December 4th
 - Will be held during school hours at UT Elementary
 - Two performances: 8:30 AM & 9:00 AM
- Parent Forum: 3rd Grade Holiday Program, December 8th at 6:30 PM
- Orange Santa: December 14th
 - Mr. Henry will be providing photography services
- Winter Break: December 18th
- Items For Discussion
 - Tardy Bell @ 8:05 AM
 - Education Council (members present) believes that time be kept consistent to keep from instruction time from being lost due to tardiness
 - Special situations (e.g., bus late, car accident on I-35, etc.) are taken into consideration
 - Open Door Policy
 - Parents are asked to make arrangements ahead of time with the teacher to visit the classroom for meetings and observations
 - This will allow the teacher to inform the parent/guardian of any special events or deviations from schedule that might affect the quality of time spent by the parent in the classroom
 - If a conference with a teacher is necessary, parents/guardians are asked to schedule a meeting during the teacher’s conference time
 - Parents must check-in with the front office when visiting campus for safety reasons
 - Finger Printing
 - This may be an optional service available for parents and students at the UTES Health Fair in the spring or at a Parent Forum meeting
 - Parents will have the choice to opt-in or opt-out of this service
 - Traffic
 - Several parents have reported that traffic is disorganized in the afternoon
 - Parents have reported that other drives in the school zone are using cell phones and disregarding the signs posted in the school zone
 - Parents are asked to not congregate more than 15 minutes before school dismissal in order to reduce traffic congestion
 - Mr. Reyes suggests closing the school driveway with traffic cones
 - The Education Council requests assistance from UTPD or another uniformed organization to provide traffic support at dismissal time

Old Business

- None.

Adjournment

Agenda items for upcoming Education Council meetings may be submitted up to 1 week prior to its respective meeting to Melissa Chavez at *m.m.chavez@austin.utexas.edu*. All future meetings for 2009-2010 are planned for the last Wednesday of each month at 3:45 PM in the UTES Multi-Purpose Room.

Meeting adjourned at 4:30 PM.

Next Meeting: Wednesday, January 27, 2010, at 3:45 PM.

Minutes Submitted By:

Peter Conforti