



AVECHS

Coffee with the Principal

September 10, 2020

Meeting called by: Principal De La Garza

Meeting Start Time: 10:00 AM
Meeting End Time: 11:15 AM



Location: Online Google Meeting

Minutes Recorded by: Melanie Beegle

Attendees: AVECHS: Principal Liliana De La Garza, AP Maria Legarreta, Librarian Lluvia Durkes & Secretary Melanie Beegle
GISD: Parent Ambassador Marisela Quezada & Board Member Claudia Rodriguez
Parents: Dora Macias, Lilia Juarez, Rosa Cano & Armando Cano

Previous Action Items

ACTION ITEMS	PERSONS(S) RESPONSIBLE	DEADLINE
✓ N/A (First meeting of the new School Year)		

Minutes

Agenda item: AVECHS Title I Parent & Family Engagement Policy **Presenter:** Principal De La Garza

Discussion:

- Available on our AVECHS website, in English and Spanish, under the Student/Parent Resources tab.
- To be reviewed with parents on a yearly basis to verify that AVECHS students are participating in a Title I program.
- Parents are welcome to be involved in the planning and review of the Title I policy.

Agenda item: AVECHS eBooks

Presenter: Librarian Durkes

Discussion:

- AVECHS recently purchased a yearlong subscription to purchase both physical and electronic eBooks to our collection from Junior Library Guild.
 - Also referred to as the 'Netflix of books' provides eBooks with a certain amount of days available before it is transitioned out to allow a new book to be available.
 - Subscription allows students to access through their Chromebooks as well as an Apple app download option for iPads or Apple phones.
 - All students can access it through their Library Google Classroom – Classwork -1st bullet at the top available on our school website. Students do not need a personal account to sign in.
 - Librarian Durkes presented to the 9th & 10 grade students last week on how to access eBooks, change page settings for easier reading as well as how to read the book summaries.
 - Subscription also provides 3 physical books a month to add to our physical library collection.

Agenda item: Remote Learning Expectations

Presenter: Principal De La Garza

Discussion:

- Principal De La Garza visited all of the grade level Google Classrooms on the first day to welcome students & to let them know that this is a different type of learning. That they are not physically going into a classroom but they are going into an online classroom and need to treat this as an everyday classroom with everyday learning.
- Student with internet connectivity issues; hotspots are available through the AVECHS front office.
- School wide expectations and concerns are discussed in AVECHS' weekly teacher and faculty meetings.

- Expectations communicated to students as well as parents through SchoolMessenger.
 - Students need to have cameras on at all times; teachers need to see students.
 - Students logging in late will be counted tardy.
 - Parents are to provide a proper learning environment for students with minimal noise level & interruptions; students need to be sitting up and not lying in bed.

Agenda item: Progress Report & Report Card Dates

Presenter: Principal De La Garza

Discussion:

- Dates are posted on the school website homepage & calendar tab.
- Distribution:
 - Progress Reports are distributed on a bi-weekly basis where Administration monitors student grades and that they are on target. If not on target, parents are contacted immediately.
 - This year Progress Reports and Report Cards are being mailed home due to online learning. Parents are to contact the front office at (575) 882-6400 if they do not receive either their students' Progress Report or Report Card.
- Parent Portal (GISD portal for parents to view student GISD grades)
 - Parents wanting access to Parent Portal are to contact Ms. Quintanilla at (575) 882-6400 so that they can access & view their students AVECHS grades; this excludes DACC grades which can only be viewed through the students CANVAS.

Agenda item: Learning Hall

Presenter: Assistant Principal Legarreta

Discussion:

- Group effort led by Assistant Principal to serve as an intervention and an opportunity for students to improve their grades.
- Teacher Learning Hall times and Google Meet links are posted on the school website homepage as well as students received a Remind text.
 - Students can directly meet with specific teachers with whom they have a failing grade, need extra academic help or would benefit emotionally/socially.
 - Sessions are open up to all students and can have various amounts of students online at the same time.
 - 11th graders do not have a Learning Hall time due to AVECHS Chemistry classes meet on a daily basis and the remainder of their classes are through DACC. Administration reviews their grades on a weekly basis and refers those with failing grades to DACC tutoring or find ways to help them at the DACC level.
 - Teachers also have office hours available to students/parents listed in their class syllabi for parent teacher conferences.

Agenda item: Senior Seminar

Presenter: Principal De La Garza

- Digital Portfolio
- Mandatory Attendance
- Scholarship Information: Fall 2020

Discussion:

- Teacher: Principal De La Garza is the Senior Seminar teacher.
- Digital Portfolio:
 - Principal De La Garza started in 2016 as the Counselor and established Senior Seminar to prepare seniors at the University level & work on Scholarships. Each year brings improvements; this year seniors are creating their online Digital Portfolio, which can be, added to with future Workforce, Internships and/or University information/recognitions/achievements.
 - GISD Technology Instructional Specialist Ms. Johnson & Principal De La Garza presented to students safety techniques and what should be added to their digital portfolio such as putting in
 1. Their first initial and last name only; no full names
 2. AVECHS; not Alta Vista Early College High School
 3. DACC; not Dona Ana Community College
 4. Course name; no teacher names
 5. No personal information such as addresses, emails or phone numbersStudents share their upload links with Principal De La Garza so that she ensures that they stay within the safety requirements.

- Students are currently working on their introduction “Why they chose Alta Vista Early College High School” and uploading past grade level information/recognitions/achievements as well as “A memorable moment” for each grade level.
- This Digital Portfolio has begun with the seniors and will freshman will begin creating theirs in the spring.
- Scholarship Information: Fall 2020
 - Available on the AVECHS website under Guidance Counselor – Scholarships as well as provided in Senior Seminar Google Classroom.
 - Principal De La Garza provides current scholarships, websites and deadlines. Students are to prioritize scholarship as per their deadlines.
- UNM BA/MD program presentation tomorrow.

PARENT INPUT/QUESTIONS:

Q: How soon can parents start looking for scholarships or do they have to wait until their students are seniors?

A: Junior scholarship, Coolidge Scholarship, will open up in November. Administration will send out Remind and SchoolMessenger notifications to students and parents on all upcoming scholarships that pertain to their grade level.

Q: What is the Grade Point Average (GPA) required for scholarships?

A: GPA is dependent on the specific scholarship. Fall scholarships look at transcripts (GPA) created at the end of students' junior year.

Q: How many merit-based scholarships are based on financial need?

A: Gates and Daniels Scholarships are based on financial need but majority of AVECHS students do not qualify.

Action items	Person responsible	Deadline
Student and parent notification of all available scholarships	Principal De La Garza	Ongoing

OPEN FOR DISCUSSION

Assignment Submission or Course Grade Concerns

Points of contact

- 1st – Teacher to establish rapport and receive direct information as to the concern.
- 2nd – Counselor - Principal De La Garza acting under the Counselor role
- 3rd – Assistant Principal Legarreta
- 4th – Principal De La Garza

Coffee with the Principal Meetings & Parent Communication

Coffee with the Principal Meetings will be held on a monthly basis to keep parents informed with current school information/events. Parents are welcome to contact Principal De La Garza, Assistant Principal Legarreta, Secretary Ms. Beegle or Data Entry Clerk Ms. Quintanilla at (575) 882-6400.

Hybrid Schedule

AVECHS based this whole semester around a schedule that will not interfere with students going from teacher to teacher during set class times. The hybrid schedule will follow the same students' schedule with the same teachers; no implementation date has been set for hybrid.

Next Scheduled Meeting

October 15, 2020 at 10 AM via Google Meeting