

### Campus Advisory Councils Yearly Calendar

| Month            | Required CAC Activities<br><i>Continue engaging in required activities if they are not completed in the month listed below</i>  | Recommended Resources  |   |                  |   | Data Available for CAC Review<br><i>Continually evaluate data to identify strengths and needs</i>   | AISD Calendar  |
|------------------|---|--|---|------------------|---|---|--|
|                  |   | Training Presentations   | Handouts  | Agendas          | Flyers  |   |  |
| <b>AUGUST</b>    | <ul style="list-style-type: none"> <li>Principal holds staff/student elections (if there is competition)</li> <li>CIP template (online software) and training available</li> </ul>  | <ul style="list-style-type: none"> <li><a href="#">Membership</a></li> <li><a href="#">Membresía</a></li> </ul>  | <ul style="list-style-type: none"> <li><a href="#">Membership Summary</a></li> <li><a href="#">Resumen de Membresía</a></li> </ul>  | <p>August</p>    | <ul style="list-style-type: none"> <li><a href="#">Back to School</a></li> <li><a href="#">Regreso al la escuela</a></li> </ul> | <ul style="list-style-type: none"> <li><a href="#">Accountability Ratings</a></li> <li><a href="#">Student Substance Use &amp; Safety Survey (MS, HS)</a></li> <li><a href="#">High School Exit Survey</a></li> </ul> | <ul style="list-style-type: none"> <li>08/03/18 AISD Closed</li> <li>08/10/18 AISD Closed</li> <li>08/21/18 <a href="#">DAC Mtg</a> 4:30 pm</li> <li>8/27/18 <a href="#">Board Mtg</a> 7:00 pm</li> </ul>                                    |
| <b>SEPTEMBER</b> | <ul style="list-style-type: none"> <li>Seat new members (at first meeting of school year)</li> <li>Approve CIP Professional Development plan</li> <li>Read <a href="#">Welcome</a> and <a href="#">CAC Bylaws</a></li> <li>Provide input on draft of CIP; CIP drafts due 09/28</li> </ul> | <ul style="list-style-type: none"> <li><a href="#">Purpose of the CAC</a></li> <li><a href="#">Propósito del CAC</a></li> </ul>  | <ul style="list-style-type: none"> <li><a href="#">Purpose of the CAC Summary</a></li> <li><a href="#">Resumen del Propósito del CAC</a></li> <li><a href="#">Yearly Calendar</a></li> </ul>  | <p>September</p> | <ul style="list-style-type: none"> <li><a href="#">Back to School</a></li> <li><a href="#">Regreso al la escuela</a></li> </ul> | <p><a href="#">System Safeguards, Distinction Designations</a></p>  | <ul style="list-style-type: none"> <li>09/03/18 AISD Closed</li> <li>09/18/18 <a href="#">DAC Mtg</a> 4:30 pm</li> <li>09/24/18 <a href="#">Board Mtg</a> 7:00 pm</li> </ul>   |
| <b>OCTOBER</b>   | <ul style="list-style-type: none"> <li>Elect officers (at second meeting of school year)</li> </ul>   | <ul style="list-style-type: none"> <li><a href="#">Member Roles and Responsibilities</a></li> <li><a href="#">Funciones y responsabilidades de los miembros</a></li> </ul>   | <ul style="list-style-type: none"> <li><a href="#">Member Roles and Responsibilities Summary</a></li> <li><a href="#">Resumen del Funciones y responsabilidades de los miembros</a></li> </ul>  | <p>October</p>   | <ul style="list-style-type: none"> <li><a href="#">Next Mtg</a></li> <li><a href="#">Próxima junta</a></li> </ul>               | <ul style="list-style-type: none"> <li>Benchmark ISIP (grd 1, 2, 5, 6, 7, 8)</li> <li>Dashboard (MS, HS)</li> </ul>   | <ul style="list-style-type: none"> <li>10/08/18 Student Holiday</li> <li>10/16/18 <a href="#">DAC Annual Retreat</a> 8:30 – 3:00</li> <li>10 <a href="#">Board Mtg</a> 7:00 pm</li> </ul>  |
| <b>NOVEMBER</b>  |   | <ul style="list-style-type: none"> <li><a href="#">Record Keeping and the Meeting Process</a></li> <li><a href="#">Archivo de registros y procedimiento de la junta</a></li> </ul>   | <ul style="list-style-type: none"> <li><a href="#">Record Keeping and the Meeting Process Summary</a></li> <li><a href="#">Resumen del Archivo de registros y procedimiento de la junta</a></li> </ul>  | <p>November</p>  | <ul style="list-style-type: none"> <li><a href="#">Success</a></li> <li><a href="#">Éxito</a></li> </ul>                        | <ul style="list-style-type: none"> <li>Benchmark ISIP (grd K)</li> <li>Dashboard (ES)</li> </ul>  | <ul style="list-style-type: none"> <li>11/19-23/18 AISD Closed</li> <li>11/26/18 <a href="#">Board Mtg</a> 7:00 pm</li> <li>11/27/18 <a href="#">DAC Mtg</a> 4:30 pm</li> </ul>  |
| <b>DECEMBER</b>  |   | <ul style="list-style-type: none"> <li><a href="#">Open Meetings, Visitor Guidelines, and Citizens Communications</a></li> <li><a href="#">Juntas abiertas al público, Pautas para los visitantes, comunicación del público</a></li> </ul> | <ul style="list-style-type: none"> <li><a href="#">Open Meetings, Visitor Guidelines, and Citizens Communications Summary</a></li> <li><a href="#">Resumen de Juntas abiertas al público, Pautas para los visitantes, comunicación del público</a></li> <li><a href="#">Speaker and Comment Card</a></li> </ul> | <p>December</p>  | <ul style="list-style-type: none"> <li><a href="#">Next Mtg</a></li> <li><a href="#">Proxima junta</a></li> </ul>               | <ul style="list-style-type: none"> <li>Dashboard (MS, HS)</li> </ul>  | <ul style="list-style-type: none"> <li>12/17/18 <a href="#">Board Mtg</a> 7:00 pm</li> <li>12/21-31/18 AISD Closed</li> </ul>  |
| <b>JANUARY</b>   | <ul style="list-style-type: none"> <li>Review prior year district and campus TAPR</li> <li>Provide input on campus budget (BTO)</li> </ul>  | <ul style="list-style-type: none"> <li>Please refer to the <a href="#">Budget and Finance website</a></li> </ul>   | <ul style="list-style-type: none"> <li><a href="#">CAC Budget Process Signature</a></li> <li><a href="#">Budget Office Contacts</a></li> </ul>  | <p>January</p>   | <ul style="list-style-type: none"> <li><a href="#">Advocacy</a></li> <li><a href="#">Promoción</a></li> </ul>                   | <ul style="list-style-type: none"> <li>Benchmark MOY (writing, grd 4, 7)</li> <li><a href="#">TAPR (district, campus)</a></li> <li>Campus BTOs (from Budget department)</li> <li>Dashboard (ES, MS, HS)</li> </ul>    | <ul style="list-style-type: none"> <li>01/01/19 AISD Closed</li> <li>01/02/19 Student Holiday</li> <li>01/21/19 AISD Closed</li> <li>01/15/19 <a href="#">DAC Mtg</a> 4:30 pm</li> <li>01/28/19 <a href="#">Board Mtg</a> 7:00 pm</li> </ul> |

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|----------|--|--|--|-----------------|---|---|--|
|          |  | Training Presentations   | Handouts   | Agendas         | Flyers  |   |  |
| FEBRUARY | <ul style="list-style-type: none"> <li>Discuss Federal No Child Left Behind funding (Title 1) for upcoming school year</li> </ul>  | <ul style="list-style-type: none"> <li><a href="#">Getting to Know Your District Advisory Bodies</a></li> <li><a href="#">Conozca sus Organismos Consultivos del Distrito</a></li> </ul> | <ul style="list-style-type: none"> <li><a href="#">Summary</a></li> </ul>  | <p>February</p> | <ul style="list-style-type: none"> <li><a href="#">Next Mtg</a></li> <li><a href="#">Próxima junta</a></li> </ul>     | <ul style="list-style-type: none"> <li>Benchmark MOY (Gr 3 – 12)</li> <li>Benchmark ISIP (Gr K - 8)</li> <li>Dashboard (MS, HS)</li> <li>Federal Entitlement Planning Amounts (from State and Federal Accountability)</li> </ul>  | <ul style="list-style-type: none"> <li>02/18/19 Student Holiday</li> <li>02/19/19 <a href="#">DAC Mtg</a> 4:30 pm</li> <li>02/25/19 <a href="#">Board Mtg</a> 7:00 pm</li> </ul>                                     |
| MARCH    |  | <ul style="list-style-type: none"> <li><a href="#">Effective Meeting Facilitation</a></li> <li><a href="#">Facilitación efectiva de juntas</a></li> </ul>                                | <ul style="list-style-type: none"> <li><a href="#">Effective Meeting Facilitation Summary</a></li> <li><a href="#">Resumen del Facilitación efectiva de juntas</a></li> </ul>                              | <p>March</p>    | <ul style="list-style-type: none"> <li><a href="#">Active Voice</a></li> <li><a href="#">Voz Activa</a></li> </ul>    | <ul style="list-style-type: none"> <li>Dashboard (ES)</li> </ul>  | <ul style="list-style-type: none"> <li>03/18-22/19 AISD Closed</li> <li>03/26/19 <a href="#">DAC Mtg</a> 4:30 pm</li> <li>03/25/19 <a href="#">Board Mtg</a> 7:00 pm</li> </ul>                                      |
| APRIL    |  | <ul style="list-style-type: none"> <li><a href="#">Getting to Know the District Strategic Plan</a></li> <li><a href="#">Introducción al Plan Estratégico del Distrito</a></li> </ul>     | <p><a href="#">Strategic Plan</a></p>  | <p>April</p>    | <ul style="list-style-type: none"> <li><a href="#">Purpose</a></li> <li><a href="#">Propósito</a></li> </ul>          | <ul style="list-style-type: none"> <li><a href="#">TELL Survey</a></li> <li>Dashboard (ES, MS, HS)</li> </ul>   | <ul style="list-style-type: none"> <li>04/16/19 <a href="#">DAC Mtg</a> 4:30 pm</li> <li>04/19/19 Student Holiday</li> <li>04/22/19 <a href="#">Board Mtg</a> 7:00 pm</li> </ul>                                     |
| MAY      | <ul style="list-style-type: none"> <li>Summarize data reviewed to date and begin campus needs assessment for CIP</li> </ul>  | -  | -  | <p>May</p>      | <ul style="list-style-type: none"> <li><a href="#">Purpose</a></li> <li><a href="#">Propósito</a></li> </ul>          | <ul style="list-style-type: none"> <li>STAAR (reading, math, grd 5, 8)</li> <li>TELPAS</li> <li>Benchmark ISIP (grd K - 8)</li> </ul>   | <ul style="list-style-type: none"> <li>05/14/19 <a href="#">DAC Mtg</a> 4:30 pm</li> <li>05/20/19 <a href="#">Board Mtg</a> 7:00 pm</li> <li>05/24/19 Last Day of School</li> <li>05/27/19 AISD Closed</li> </ul>    |
| JUNE     |  | -  | -  | <p>June</p>     | <ul style="list-style-type: none"> <li><a href="#">Missing Link</a></li> <li><a href="#">¿Quien falta?</a></li> </ul> | <ul style="list-style-type: none"> <li>STAAR (all subjects, all grades)</li> <li>EOC (all subjects)</li> <li>Dashboard (ES, MS, HS)</li> <li><a href="#">Student Climate Survey</a></li> <li><a href="#">Parent Survey</a></li> <li>PBMAS Measures (from Special Education department)</li> </ul> | <ul style="list-style-type: none"> <li>06/07/19 AISD Closed</li> <li>06/14/19 AISD Closed</li> <li>06/17/19 <a href="#">Board Mtg</a> 7:00 pm</li> <li>06/21/19 AISD Closed</li> <li>06/28/19 AISD Closed</li> </ul> |
| JULY     | <ul style="list-style-type: none"> <li>Co-chairs and Principal identify expiring terms and members who want to continue serving</li> <li>Co-chairs and Principal review applications and/or recruit new members</li> </ul> | <ul style="list-style-type: none"> <li><a href="#">Member Recruitment, Selection, and Election</a></li> <li><a href="#">Reclutamiento, selección y elección de miembros</a></li> </ul>   | <ul style="list-style-type: none"> <li><a href="#">Member Recruitment, Selection, and Election Summary</a></li> <li><a href="#">Resumen del Reclutamiento, selección y elección de miembros</a></li> </ul> | <p>July</p>     | <ul style="list-style-type: none"> <li><a href="#">Missing Link</a></li> <li><a href="#">¿Quien falta?</a></li> </ul> | <ul style="list-style-type: none"> <li>STAAR Retest (EOC, reading, math grd 5, 8)</li> <li>Campus Data Profile</li> </ul>   | <ul style="list-style-type: none"> <li>07/01-05/19 AISD Closed</li> <li>Fridays AISD Closed</li> </ul>   |

**Abbreviations:** AISD = Austin Independent School District; CAC = Campus Advisory Council; CIP = Campus Improvement Plan; CIPG = Campus Improvement Plan Goals; Board = Board of Trustees; BOY = Beginning of the Year; DAC = District Advisory Council; DRA = Diagnostic Reading Assessment; ES = Elementary School; EOY = End of the Year; Grd = Grade; HS = High School; MS = Middle School; MOY = Middle of the Year; Mtg = Meeting; TELL = Teaching, Empowering, Leading, and Learning; TELPAS = Texas English Language Proficiency Assessment System