

**ROOSEVELT  
SCHOOL SITE COUNCIL MINUTES**

Attendance for **Thursday, February 11, 2021**

	<u>Name</u>	<u>Title</u>		<u>Name</u>	<u>Title</u>
x	Lynda Holeva	Principal	x	Mollie Esposito	Parent
x	Dana DeGregorio	Teacher	x	Blythe Holden	Parent
x	Mara Chenik	Teacher	x	Grace Huang	Parent
x	Kitty Donohoe	Teacher	x	Damian Carville	Parent
x	Mike Ostrom	Teacher	x	Victor Thompson	Parent
x	Gerardo Rodriguez	Classified	x	Kat Blandino	Parent

**Meeting Called to Order:**

Meeting was called to order at 3:18 p.m.

**Approval of Minutes (Dana):**

Name of Recorder submitting for review: Debbie Stern.

Minutes were read by all Site Governance Committee members. Dana moved that the minutes be accepted; Kitty seconded the motion. Minutes were amended to remove the item titled: SPSA Progress Oversight of ELAC, as it was a repeat of the item addressed by Debbie Stern during the same meeting. Minutes approved for the January 21, 2021 meeting.

Debbie Stern, AP, is recording minutes for this meeting.

**Review of Agenda: Lynda**

**Sight Governance Oversight of ELAC: Debbie**

- Explained that there will be a parent education workshop in the coming weeks, to engage more families of English Learners, and this will hopefully entice more of our EL families to be involved in Roosevelt's ELAC. The entire Roosevelt community will be invited to this event.
- At this point, we will not have our SSC absorb the responsibilities of an ELAC. Lynda shared the important reasons we'll be having this opportunity. Lynda will go over winter assessment data, and how this will be folded into refining the SPSA during a future meeting. All sub-groups will be a part of the focus.
- Victor commented on his appreciation of taking this step toward engaging families further.
- Mara mentioned this is necessary as she experiences frustration when working with her EL students. She takes it very personally when working with her lower English Learners.
- Damian would like to see SSC as a prominent focus for ELs.

- Lynda stated that we'll add this as an agenda item during our 2/18 meeting so that this can be woven into our SPSA. Anything additional we can do will only help serve and meet our goals. Parent body on SSC would put a great deal of attention to this.
- Lynda asked that ideas be written and brought to the next SSC meeting.

### **Strategies for communication between SSC meetings: Lynda**

Victor has voiced concerns about communication to families between school site meetings. All families have access to the Site Governance agenda and notes from the Roosevelt website. Additionally, Site Governance meetings are posted on the Teddy Times that goes out on Sundays and they are also listed in the PTA Calendar.

The main purpose of the Site Governance Committee is to provide input into the SPSA and monitor progress towards goals within the SPSA, and adjust as needed. Activities listed in the SPSA are discussed and Site Governance seeks input from committee members and refinements are made as needed. (Just had a beautiful example of this from Damian). We also take time to reflect and discuss school events that are school or PTA-based. For example, last year, our Site Governance provided valuable input into the PTA's Read A Thon format and teacher participation. Site Governance ideas and suggestions are shared with our Site Leadership Team for their consideration, and then communicated to staff.

If your interests lie beyond discussion and approval of the site plan, you may find that the Site Governance Committee isn't the best pathway for school engagement for you.

In order to ensure fair and equitable access to accurate and complete information, communication regarding school news, policies, practices, initiatives, and solicitation of feedback are sent from the administration or PTA, when appropriate. These communications, regarding school news, are not the responsibility of Site Governance members. We're always looking to grow and hear ideas.

Lynda asked Victor to share feedback. Victor stated that he had a brief presentation regarding communication. Believes our discussion is very important. Suggested three areas of focus: SSC members to Roosevelt Admin, SSC members and stakeholders, SSC and other groups such as PTA.

Victor shared a slide show demonstrating how we handle communication today. Suggested setting a SMART framework – stakeholder requests-member questions-opportunities-agenda items/motions, share info in varied methods to create a bigger footprint.

Lynda pointed out that we must follow the Robert's Rules/Code of Ethics – this clearly states how we are to interact with one another. Lynda recited these rules about communication.

# CODE OF ETHICS

***A member shall*** consider the best interests of all students.

***A member shall*** be guided by the school's and the school board's mission statements.

***A member shall*** act within the limits of the roles and responsibilities of a school site council, as identified by the school's operating guidelines, the school board, and California Department of Education.

***A member shall*** become familiar with the school's policies and operating practices and act in accordance with them.

***A member shall*** maintain the highest standards of integrity.

***A member shall*** recognize and respect the personal integrity of each member of the school community.

***A member shall*** treat all other members with respect and allow for diverse opinions to be shared without interruption.

***A member shall*** encourage a positive environment in which individual contributions are encouraged and valued.

***A member shall*** acknowledge democratic principles and accept the consensus of the council.

***A member shall*** respect the confidential nature of some school business and respect limitations this may place on the operation of the school council.

***A member shall*** not disclose confidential information.

***A member shall*** limit discussions at school council meetings to matters of concern to the school community as a whole.

***A member shall*** use established communication channels when questions or concerns arise.

***A member shall*** promote high standards of ethical practice within the school community.

***A member shall*** declare any conflict of interest.

***A member shall*** not accept any payment or benefit financially through school council involvement.

There are times, during SSC meetings, that confidential information is shared.

Kat asked what happens if information being shared is confidential, but meetings are open to the public.

Lynda stated that today's meeting was supposed to be a closed meeting due to its content. Mara mentioned that her comments today were said in confidence and no names/identifiers were shared.

Lynda responded that gossip should never occur, and that we have a safe environment.

Lynda continued to share Robert's Rules.

Mollie asked that an item in the chat be shared verbally. Lynda read it aloud. Mollie reiterated that nothing shared was intended to be confidential.

With Code of Ethics clearly articulated, we know we don't want to message anyone outside of SSC with SSC communication occurring first. Important to have accurate and reliable information.

Lynda asked if all agreed that email is the best form of communication between SSC members.

Kat asked that, when there is a communication between members of SSC, it needs to copy everyone?

Lynda responded that, if there is not SSC business, it doesn't.

Mollie asked for clarification, suggesting that if Kat, or any member reached out to her for help understanding, is that okay?

Damian asked about other forms of communication available. He asked about the positive impact on the community.

Grace asked Victor for specific examples.

Victor stated that his main purpose was to have the conversation.

Grace suggested that email is probably the best way to communicate, and wondered about Victor's goal.

Lynda stated that the goal was just to have an opportunity to open communication within SSC.

Grace stated that emails about feelings should be sent to one another. She expressed that within SSC, she doesn't see the issue, unless it was something that a person wanted everyone to know.

Lynda shared that Victor has emailed stakeholders about school business. It has not been equitable, nor accurate, and this is a very important conversation. We can think about some of this, and determine outreach to community

Mara declared time, thus this topic will be revisited on 2/18 – how we'll communicate with families in a better way.

Grace asked if anyone can just email strategies, etc., between meetings, as we often run out of time during a SSC meeting.

Lynda stated that she values these conversations. Having ideas ahead of time will be very helpful.

Damian asked about the academic data being shared next week, and Lynda will share this ahead of time. It is highly confidential and cannot be unveiled before the meeting.

### **DL+ Meeting with Dr. Drati debrief: Blythe**

Lynda shared that there is new information today.

Blythe shared that earlier this week, she'd attended a meeting led by Dr. Drati, composed of site admin, PTA presidents, parent representatives – with the punchline being that DL+ is quite complicated. Dr. Drati began by sharing that the Board had put forth a DL+ initiative prior to a hybrid model. School leaders shared what their plans look like, but everything is dependent on allowance by the health department.

The new number is 25/100,000 still requiring physical distancing. Unclear about teacher willingness, and vaccine availability. Relevant stakeholders are discussing with their staffs. Overall, conversation about DL+, it's more Social/Emotional and Enrichment, with academics not involved.

Site specifics from principals of smaller schools = 2 day/week @ 2 hours/day, with alternating groups. Group tried to collect feedback on bigger issues and possible suggestions.

- What does the DL+ look like for different frames of thought.
- How will it all work?
- What is the communication?
- What are choices?
- How will it all be managed?
- Is Covid testing included (raises expenses – this cost vs. other ways to spend money)?

### **Minutes continued by Dana DeGregorio from this point, forward:**

Questions:

- Concern of length of time of students on campus - worthwhile for parents getting students to campus. Length of time worthwhile of students being on campus.
- Time: will the pandemic improve or will it be a matter of time that it gets worse again. Can students manage to be responsible enough to stay socially distanced?
- Concern about the campuses that have specific needs; such as language or students with specific learning needs.
- The district would like everyone to take these concerns in account before opening for distance learning plus.
- Mara asked if testing would be put into place.
- B: People are concerned about expense of testing and that if you are to test that it is done frequently enough.
- Lynda shared that district is partnering with St. John's for teachers and staff to get vaccinated. Hopefully this will begin in the next 2 to 3 weeks.
- Timeline for DL+ is that teachers will review and provide feedback, then she will send out to families to review.
- There will be a survey in the plan when she sends it out to families. Lynda wants to get feedback of about how many students would return and in what tier.

- Teachers would like to be back on campus, so they can see students in person to hear kids read, see their writing, see what skills students have. Teachers are trying to decide what are priorities.
- Kitty asked if, when on campus, there be new learning, so there are no equity issues among those that don't come to campus.
- Lynda said she would have to hire subs to make sure it's equitable for all.
- Mollie shared that she hopes that fifth grade gets on campus, so they can be prepared for their transition to Lincoln.
- Rochelle Nelson asked if teachers are able to sign up to get vaccinated now.
- Lynda explained that the state is not on tier 1B yet.

**DL+ Draft Schedules discussion (pending teacher feedback prior to SSC meeting):**  
Lynda will not be able to share as new details were shared today during an EOC meeting.

**Announcements:**

Next Site Governance meeting: Thursday, 2/18/2021 @ 3:15p.m.

**Adjournment:** Meeting adjourned at 4:49 p.m.