

# **Site Governance Council**

## **Draft Meeting Minutes**

Sept 19, 2019

### **Opening**

The regular meeting of the Site Governance Council was called to order at 3:15 PM on Sept 19, 2019 Room 26 by Principal Lynda Holeva.

### **Present**

Lynda Holeva, Debbie Stern, Dana DeGregorio, Mike Ostrom, Mara Chenik, Kitty Donohoe, Gerardo Rodriguez, Mollie Esposito, Joyce Chen, Grace Huang, Blythe Holden; Thea Cappicille was also present on behalf of PTA and Booster Club.

### **Approval of Minutes of May 16, 2019**

The minutes of the previous meeting were unanimously approved as distributed.

### **PTA Share Out**

Thea reported on donations year to date toward the PTA Annual Giving Fund and the Santa Monica Ed Foundation. The fundraising efforts are off to a good start; reported 170 families had donated to Annual Giving already. Thea requested the Committee encourage teachers to join PTA as well to show support.

Thea provided an update on Events, notably Back to School Picnic scheduled for 9/24 with food trucks. This is a free event and not intended to be a fund raiser. She further reported that we intend to hold a spring Carnival again this year and provided information on the profitability of that event last year. In October, a movie night is planned and also the annual Pier Pleasure will be held. November 21<sup>st</sup> is the combined auction and Poker Night, in lieu of a separate spring auction. No action items for the Committee.

### **Lock Down Debrief and Safety Discussion**

Lynda Holeva summarized the events and actions the staff, teachers and students took the previous week during the Lock Down event which began approx. 10 a.m. on September 10, 2019. On the positive, the campus was swept and in full lock down within 10 minutes of notification. This was the school's first lock down which lasted approximately 20 minutes before moving to a Shelter in Place protocol for the remainder of the school day. The group discussed how to improve communications and strategies for safety protocols (bathroom, food) for these events that extend longer than the practice drills.

Next Steps: Lynda will be reporting to the district safety committee on the event and discussing possible improvements, including notably requesting additional speaker installations near the Big Yard and basketball courts to ensure students on the yard can

hear important announcements. Summarize the discussion for new issues, state the next steps, and assign any action item.

Following the Lock Down discussion, Lynda reported on the progress of plans to increase safety measures at pick up, including the future implementation of identification badges for parents and caregivers to allow entry to the school grounds. This system is still in the pre-implementation phase. In the immediate term, parents and caregivers are to be instructed to follow new protocols for pick up (3<sup>rd</sup>-5<sup>th</sup> grade parents to pick up on the Big Yard, not in front of library etc., 1<sup>st</sup> and 2<sup>nd</sup> may wait by classroom door quietly, K and TK to be released by teachers and staff). These changes will be documented in the Roosevelt safety protocol (SIPSA).

### **CAASPP 2019 Results**

Lynda Holeva summarized the results of the CAASPP examinations in ELA and Math from 2019, and broke down results by student group/grade and against prior year. Overall Roosevelt scores were strong including among special need groups. Based on the flat performance in Math and the uptick of 1% in ELA, Lynda reported that focus in development this year would be on Math. A discussion of the results ensued.

### **Adjournment**

Meeting was adjourned at 4:30 PM by Principal Lynda Holeva. The next general meeting will be at 3:15 PM on October [24], in Room 26.

Minutes submitted by: Blythe Holden

Approved by: Name