

**Bacich Elementary Site Council
Meeting Minutes
December 3, 2018**

Attendees

Sally Peck, Principal, Co-Chair
Methinee Bozeman, Assistant Principal
Kari Canon, parent, Co-chair
Lauren Vaughn, parent, Co-chair
Lisette Fernandez-Hilson, parent member
Amy Bornstein, parent member
Christina Chan, parent member
Scott Hershman, parent member
Holly Myers, parent member
Victoria Denson, teacher
Isabella Fanning, teacher
Marty Ross, teacher
Kerri Baetkey, teacher
Brittnee Gonzalez, teacher
Jordanna Franzblau, ELA Specialist
Allison Zweig

Approval of Minutes

Committee formally approved the minutes of the Site Council meetings held on October 1, 2018 and November 6, 2018.

ELA Specialist Approval of Minutes

Jordanna Franzblau, is the ELA Specialist at Bacich. Ms. Franzblau presented to Site Council on Bacich's approach to teaching reading which is known as Balanced Literacy Program. It is a workshop approach that involves mini lessons, independent reading, mid-workshop interruption, and sharing. The program turns children into readers through an emphasis on a high volume of high-success, high interest reading. Supporting students in building a knowledge base through nonfiction reading. Teaching comprehension skills and strategies to support reading achievements. Incorporating instructions on foundational skills/phonic within the Balanced Literacy Curriculum. Shared reading, interactive writing, shared writing within workshop/within day to support development and growth of foundation skills. Boosting vocabulary acquisition across the curriculum. Assessment-based conferring and small group work.

Ms. Franzblau also noted that Bacich also works with specialists from Momentum in Teaching to help teachers and students. Different grade levels emphasis different components of the program to best suits the needs & skills sets of the classroom.

Site council enquired of Ms. Franzblau's schedule and space. Ms. Franzblau responded that most of her day is spent working with various reading groups or individuals, and coaching teacher. Ms. Franzblau responded that she does have her own space in the portable. Lastly, Ms. Franzblau shared an activity with the group to help the group understand different levels of reading accuracy.

Update on KSD Communications Meeting -- Methinee Bozeman

Site council discussed the recent school closure due to poor air quality and the determining factors that led to the one day school closure. Ms. Peck noted that there were multiple factors (eg. smoke level, pollution level, etc.) that were considered and that various constituents were involved in the discussion. Final decision was made by the Marin County of Education. Site council enquired about the impact if the school was unable to meet the teaching hours requirements. Ms. Peck noted that if such a scenario occurred, the school can submit a waiver to the State.

Mr. Scott Hershman shared additional insights & clarification on air quality index.

Site council discussed the use of air purifier, or HVAC, in the classroom, if applicable. Teachers shared their experience teaching in the classroom during the days where there was poor air quality and requested if additional instructions can be provided on how to use the systems in the classroom. Ms. Peck will follow up on the open questions/discussions.

Overview of safety drill

Ms. Bozeman gathered feedback from those who participated in the safety drill. Overall, feedback suggested the safety drill went well, and the school received compliments for having a well drafted safety plan that demonstrated attention to detail.

Areas for improvement included providing better communications to families on what to do if there was a real emergency, such as educating parents on different type of drills, the protocol, and when children are evacuated out of the classroom. There were also discussions on educating those listed as emergency contacts for the students.

Construction update and questions/comments

Ms. Peck provided an update noting that the construction company has plans to pour the first slab in the next few days, contingent on the weather. Once slabs are poured, construction will go above ground and progress will be more visible.

Follow-up on parent/teacher conferences

There was a follow up discussion on parent/teacher conferences. 3rd and 4th grade parent/teacher conferences involve students where a goal is set by each of the parent, teacher, and student. Subsequent to the conference, the goals are followed up in various ways. Before 2nd report card, teachers have students reflect on their fall goals and write a reflection on whether or not the goals were met. New goals can be set or modified. These goals are sent home with student to share with family. In the spring, there are periodic updates of the goals. In 4th grade, students complete a "my own progress report" as a self-assessment. On the progress report, there is space available for parent to suggest goals. After each trimester, students revisit their goal and if off track, the teachers will continue to work with student for an individual plan.

Next Meeting

The next meeting will be held on February 4, 2019, 3pm, Bacich Library