

**Minutes from School Site Council Meeting**  
**October 17, 2017**

Committee members in attendance: Naomi Bernstein, Tina Labaro, Rene Ponder, Dennis Quirin, Diana Cassanova, Kathy Wong, Michael John-Baptiste, Melanie Schane, Joci Kelleher, Ken Ikeda

Community members in attendance: Tali Levy, Gary McCoy

**Welcome & Sign-In.**

Naomi, SSC Chair, called the meeting to order at 4:05 pm.

Diana moved to approve the minutes from the September meeting. Dennis seconded this motion. Passed unanimously.

OUSD asked for an adjustment to SSC bylaws, Section B: Term of Office. It currently states the following: "*School site council members shall be elected on a rotating basis for a one or two school year term beginning in August or September and ending in June one or two years after election. It is up to the council member whether they serve for one or two years.*"

It was recommended that the terms clearly state either 1 or 2 years. A motion was made by Joci for the following change, underlined: "*School site council members shall be elected on a rotating basis for a two year school term beginning in August or September and ending two years after election.*" The motion was seconded by Kathy and passed unanimously. The change to the bylaws will be reflected accordingly.

Joci presented the 2018-2019 School Safety Plan for review. It is customary for the following school year's plan to be reviewed and not the plan for the current year. The District provides an extensive template with limited response options. The committee was unable to view the document, so Joci shared the goals specific to Crocker and there was a brief discussion as well as a request to have the goals sent to the committee via email.

There were lessons shared from the recent gas leak evacuation of the campus. As an example of an implemented change, it is likely that new walking routes will be introduced to limit overcrowding and speed departure. It was shared that the school has an established roles and responsibilities chart for all school staff. PTA funded positions fill supporting roles to staff. There is a chart available for viewing in the front office but it is not for general distribution.

Gary inquired about safety based on injured children and there are first aid and emergency protocols in place as well as specific supports for special needs children and those with medical diagnoses. In Joci's absence, Elaine Kantrowicz is designated to determine whether the campus is to be evacuated or not. Melanie noted that a

number of the substitutes have been at Crocker for a number of years and are either versed in plans or comfortable engaging other teachers to inquire.

As a calendar note, school safety plans are reviewed annually by the SSC in October. The school site safety plan can be found here:

<https://ousd.legistar.com/LegislationDetail.aspx?ID=2542364&GUID=5B8B14AB-04E8-46AD-BC38-46CD4F0AF64F> It is not posted on Crocker's website at this time.

Motion to approve School Safety Plan made by JB. Seconded by Melanie. An additional review and discussion of the 2018-2019 and current plan will be scheduled for a future date to allow for adequate time to reflect on the document and how the goals show up in the plan and enhance the school's efforts. An invitation request to a district representative to join this discussion will also be extended.

The committee emphasized better understanding the School Safety Plan given the budget deficits at the district level and the manner in which this work shows up in the school's Single Plan for Student Achievement, i.e., the school site plan, approved by the SSC in the Spring. The current plan can be seen here:

<https://drive.google.com/file/d/0B3pgpXG4SqBHemRmTm1IUk44T00/view>

A discussion about what can be done differently, instead of, or additionally in support of our kids at Crocker, the following emerged:

- The presence of the shipping container in the school yard as an emergency supplies resource.
- How data systems don't necessarily yield useful data and how the process might be enhanced regarding school climate and culture. As an example, PBIS (Positive Behavioral Intervention Supports) strategies being adapted by every school in OUSD and the presence of a services coordination team on site that utilizes the same universal referral form, yields few if any instances that reveal bullying or ultimately, suspension. There is an opportunity to further examine Crocker's processes to support rich data and understanding even where processes limit what is documented as a district metric for assessment.
- The School Site Council from a few years ago created and approved the school's behavior matrix. The newly formed onsite PBIS team is leading the process of clarifying recess rules and procedures as well as reviewing and suggesting changes to the behavior matrix. The team is also looking at how to better communicate the expectations to students, probably through area-specific posters. The team is also looking at positive behavior acknowledgement systems and referral data to inform their work.
- 2017-2018 PBIS team members are: Joci Kelleher, Jessica Heller, Jan Butler, Mary McLaughlin, Dana Parsons, Valeria Haro. Janice Lind is joining the team's next meeting, and Angela Allen contributed ideas because she is unable to attend the meeting.

- The school is in the early stages of developing and analyzing data for the PBIS team. It will be available in the Spring for school site council review and discussion.
- SSC's can establish sub committees to further evaluate and make suggestions to the safety plans for district feedback or analyze data.

Ultimately, there was a general request to better support the committee's process for understanding what data the school has and receipt of documents prior to meetings. Joci embraced this and the committee recognized the limitations of available time on her and staff.

Academic data was shared by Joci with the committee and will be further discussed and reported on in the next meeting.

It was shared that the district wide meeting of SSC representatives will be held on October 19, 2017 at Oakland High School, 5:30 pm. Diana will be representing the Crocker SSC. At this meeting, the LCAP (Local Control and Accountability Plan) and district-wide facilities blueprint will be discussed. Budgets and a case study exercise using Roosevelt Middle School will be part of the agenda.

The next OUSD School Board Meeting is October 25<sup>th</sup> at 4 pm, La Escuelita School.

**Agenda items for November 28<sup>th</sup> SSC Meeting**

- School data review and discussion
- Budget discussion
- What are priorities or concerns for teachers? Hearing from them

**Agenda Items for SSC meetings after November 2017**

- Safety plan conversation and follow-up from the district

**Future SSC meeting dates:**

- November 28<sup>th</sup> at 4 pm.
- December 19<sup>th</sup> at 4 pm

Ken moves to end the meeting at 5:36 pm. Kathy seconds. Unanimously approved.

