



Downtown School
School Site Council Meeting Minutes
Thursday, March 25, 2021
2:15 PM / Via Zoom

AGENDA ITEMS

1.0 Opening/Roll Call:

The meeting was held over the Zoom virtual meeting platform. Chairperson, Laura Avila, called the meeting to order at 2:21 PM. Verbal roll call taken.

Members/Officers present:

Noreen Barthelmes (Principal)
Karen Nguyen (Teacher, Yr. 1)
Cherie Payne (Teacher, Yr. 1)
Heather Tablit (Teacher, Yr. 1)
Beverly Langella (Staff, Yr. 1; second term)
Laura Avila (Parent, Yr. 1; second term)
Coby Vance (Parent, Yr. 1)
Juan Avila (Parent, Yr. 2)

Members/Officers absent:

Ian Journey (Parent, Yr. 1, DAC Representative)
Vanessa Barrientos (Parent, Yr. 1)

Visitors:

Susan Klassen (FACE Liaison)
Amanda Mestas (Specially Funded Clerk)
Kara Rand (Academic Coach)

Quorum Established: Yes

2.0 Minutes:

2.1 Review of minutes from 2/11/2021 Meeting. Mrs. Avila asked for comments or corrections to be made. None given. Noreen Barthelmes motioned to accept the minutes; Beverly Langella seconded. All in favor. Motion passed.

3.0 Open Forum:

3.1 No public comments. Question raised in regards to Mr. Journey's position on Downtown's SSC as a parent/community member. Mrs. Barthelmes stated that if any member misses 3 meetings, their role will be passed on to the next individual with the greatest amount of votes (from the initial voting).

4.0 Site Report:

4.1 Comprehensive Needs Assessment and Annual Review of 20-21 SPSA
Mrs. Barthelmes thoroughly defined the purpose of the SPSA and how we gather the information to fill in the data. She requested input from the SSC members to give a parent's viewpoint on how Downtown is meeting their SPSA goals. She mentioned how helpful our Academic Coach, Mrs. Rand, is in helping adjust to changing procedures in distance learning. Downtown School's current attendance totals are "amazing." Mrs. Barthelmes shared current percentages and scores. She commented that the differences we are seeing from projected to actual numbers are largely due to

zoom fatigue, distance learning, and general changes. Our teachers are very strong and have been steadily learning new techniques to continue to offer their best to their students. The 2021-2022 SPSA will plan for hybrid

Mr. Vance commented on how distance learning may have caused problems/possible discrepancies with our projected outcomes. There is concern over whether the data we collect at the end of the year will reflect the actual social-emotional and academic analysis of our students. Mrs. Barthelmes encouraged enrolling in the Saturday and Summer Academy.

Mrs. Rand performed the EL analysis overview. Downtown's EL students are making great progress and likely to be reclassified in the near future.

Mrs. Tablit, in support of SPSA Goal IV (Math), mentioned how she shares videos in her Google classroom and would like to continue this method even when in-person learning resumes. Mrs. Rand acknowledged that while we are experiencing growth, it is not as much as would be expected under normal working conditions. Staff and parents are both concerned for their students as well as excited to welcome them back to in-person learning to aid in their academic improvement.

For SPSA Goal V (Mental health/social-emotional learning or wellbeing) Mrs. Barthelmes shared that Downtown is meeting its goals.

For SPSA Goal IV (Family and Community Engagement), Downtown has been utilizing Parent Square, Parent University, and Parent Surveys. We would like at least 80% of parent attendance at parent/family based functions and workshops. Mrs. Klassen said that everyone who has been able, has attended the Parent University meetings. Due to working schedules, the morning hours are understandably harder to have parent attendance. Moving forward, we will work to adjust to fit most, if not everyone's schedule. Mrs. Rand and Mrs. Klassen shared many ideas, such as: hosting monthly family nights and virtual/in-person paint nights with a goal to include hybrid and virtual learning families. Social-emotional health has been the main focus when creating these parent and family events. Mrs. Barthelmes asked for comments or questions. None given.

4.2 SPSA Development - 2021-2022 Data Protocol Form- Item skipped, nothing shared with SSC members.

5.0 Unfinished Business: None

6.0 New Business:

6.1 2020-2021 SPSA Annual Review & Comprehensive Needs Assessment

Noreen Barthelmes motioned to approve the Annual Review and Comprehensive needs assessment from item 4.1. Cherie Payne seconded. All in favor, none opposed. Motion passed.

7.0 Reports

7.1 DAC Minutes & Synopsis (3/3/21)

No representative present.

7.2 DAAPAC Minutes & Synopsis (3/16/21)

No representative present.

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8.0 Announcement -

8.1 FACE updates - Susie Klassen highlighted upcoming FACE events and encouraged parent participation. Mr. Avila typed a few ideas in the zoom meeting chat log such as Lunch and Learns and renting out a movie theater (for approximately \$99) and screening an educational film while maintaining social distancing.

8.1.1 Thursday, April 15 - Virtual Coffee with FACE

8.1.2 Thursday, April 29, 5:30pm - 6:30pm - Family FUN Night. Supplies to be picked up prior to event

8.2 Friday, March 26 - Last day to buy Yearbooks

8.3 Scholastic Book Club

8.4 Just Be Festival - Videos due April 9 & Artwork/written work due April 16 to Mrs. Barthelmes Google Classroom

8.5 Friday, March 26 - Bulk Lunch pick-up

8.6 Monday, March 29 - Monday, April 5 (Spring Break)

8.7 Thursday, April 8 (K-2) Return to in-person instruction

8.8 Monday, April 12 (3-8) Return to in-person instruction

8.9 Register for 2021 Summer Learning Academies

8.10 Next SSC Meeting- To be determined via Zoom

Adjournment -

Next SSC meeting moved to Wednesday, April 14, 2021 at 2:15 PM. Save the Dates to be sent by Miss. Mestas. Mrs. Barthelmes motioned to adjourn the meeting. Juan Avila seconded the motion. Mrs. Avila adjourned the meeting at 3:07 PM.

Respectfully submitted,

SSC Secretary

Principal