



Downtown School  
School Site Council Meeting Minutes  
Friday, April 16, 2021  
3:00 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 3:03 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, replacement DAC Representative)  
Vanessa Barrientos (Parent, Yr. 1)

Members/Officers absent:

Ian Journey (Parent, Yr. 1)

Visitors:

Amanda Mestas (Specially Funded Clerk)  
Kara Rand (Academic Coach)

Quorum Established: Yes

2.0 Minutes:

2.1 Review of minutes from 3/25/2021 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. Minutes accepted.

3.0 Open Forum:

3.1 Mrs. Avila brought up a recent issue with a notice of possible exposure. She acknowledged BCSD's confidentiality policies and realizes it is out of Downtown School's control, but she believes the parents should have been informed of the possible exposure when it happened on Monday instead of on Friday. She feels that with the current climate, the district should immediately inform the families so that they can make decisions they feel are necessary to the situation. She's already contacted the district to lodge a complaint and says other parents have as well. She then inquired how public comments get to the district through our SSC meetings. Mrs. Barrientos asked about BCSD's policy and procedures when there is a positive COVID test result. Since she discovered the possible exposure through a parent's facebook post, she wonders why there wasn't an immediate phone call or letter.

Mrs. Barthelmes encouraged talking to Erin Johnston, head of public relations at BCSD, for information pertaining to COVID protocols.

Mr. Avila ended the public comments section by wondering aloud the real concern with a possible exposure, whether it had more to do with the children contracting the virus or becoming carriers of it to their families? Stated that his preschool hasn't shut down during this time and has been fine. He wrapped up his statements by saying he trusts that Downtown School is following public & state health guidelines.

#### 4.0 Site Report:

##### 4.1 SPSA Development - 2021-2022 Data Protocol Form

Mrs. Barthelmes shared Downtown's Data Protocol Form with the SSC. Downtown's SPSA has 7 goals for planning for the 2021-2022 school year. Downtown is focusing and planning on return to school instruction. Mrs. Barthelmes shared the new goals Goal V and Goal VII, Mitigated Learning Loss and Professional Development, with the SSC. Says certain sections of the protocol form are blackened out because we haven't had the SBACs. Mrs. Rand highlighted Downtown's STAR (reading) data. The students are reaching proficient numbers and are on target to continue improving, but ELA scores are dropping. Class averages are good and growing, just not at the desired speed. A lot of the lower numbers are due to COVID and a lack of tutoring, after school help, and guided learning groups with their teachers. Since we are not on a specific timetable, we would like the students to reach the learning goals by the end of the year.

Mrs. Payne asked if the standards are changed every year and if so, what are the reading goals?

Mrs. Rand and Mrs. Barthelmes explained we are looking for a typical growth of 10%. They would like the students with higher scores to continue improving.

Comparatively, Downtown's students are scoring very well and the plan for the 21-22 school year is to maintain those high scores. Downtown is planning for in-person instruction, but is waiting on the District for 100% returns since some parents may still choose virtual instruction. Despite the students facing many problems due to this hybrid learning year, we have a 99.3% attendance rate. Mrs. Barthelmes wrapped up the site report by telling the parents that we are waiting to send out the Climate Surveys to give them a break from the other surveys they've had to fill out.

#### 5.0 Unfinished Business: None

#### 6.0 New Business:

##### 6.1 2021-2022 School Plan for Student Achievement(SPSA) Development: Goal, Strategies & Expenditures

Mrs. Barthelmes presented the 2021-2022 SPSA 7 goals.

Goal I - Some data input in the SPSA was taken from the protocol form numbers. To find identified needs for our students, students in the 8th grade were surveyed and commented that they needed help with guided reading, reading intervention, and reading comprehension.

New to the 21-22 school year is the inclusion of Title 1 programs and funding which is available to use for all students as long as it is specifically called out in this plan.

Questions were brought up about money for incentives, out of pocket payments, reimbursements, and how the teachers get that information since they do not attend these meetings. Mrs. Barthelmes and Mrs. Rand clearly answered all questions.

Goal II - There is no budget for Language Support since our EL students receive the same instruction as the rest of our students with additional 30-35 minute ELD time with a teacher. Data and results are not shared for EL students to protect their identity.

Goal III - Shared Math data and reminded the council that all identified needs have to be called out. Shared the new budget percentages to support Math and ELA goals.

Goal IV - We understand that all student's Social and Emotional Learning has been affected through Needs and Comprehension Assessment results. We need a more comprehensive SEL program or possibly a new one.

Mrs. Barthelmes says there is no money for attendance incentives next year in reply to Mrs. Avila's comments about perfect attendance encouraging competitiveness and increasing risk of sickness as well as Mrs. Tablit emphasizing that safety should be our top priority.

Goal V - Mitigated Learning Loss and ESSER (Elementary and Secondary School Emergency Relief Fund) 2.0 plan. Mrs. Barthelmes shared that there have been negative attitudes due to the pandemic with  $\frac{1}{3}$  of middle school students showing failing grades or not meeting grade requirements. Possibly due to Saturday Academies not being available yearly.

Goal VI - Family and Community Engagement (FACE). We want more than 85% of parents satisfied and happy at Downtown School. No different ideas for improvement shared.

Goal VII - Professional Learning Plan. Downtown is planning for more hands-on math tasks to work on engaging the students and sparking their interests. There will also be a focus on Guided Reading. Mrs. Barthelmes shared the LCFF and Title 1 budget pages with the council and spoke about SPIRE (the interventional program) and what strategies are working. Title 1 will give direct services to students including instructional materials. There are no funds for Noontime still.

The Council was given a chance to ask questions or voice concerns. Hearing none, Mrs. Barthelmes motioned to accept the 21-22 SPSA and Karen Nguyen seconded. None opposed, motion carried, so the presented plan was accepted.

## 7.0 Reports

### 7.1 DAC Minutes & Synopsis (4/13/21)

Mr. Avila, the new DAC representative, said the 4/13 meeting was about the same as the 3/3 meeting, with Superintendent Luque giving LCAP and Migrant presentations. Mrs. Nguyen asked for clarity as to whether Dr. Chris Cruz-Boone and Mr. Journey both being named as representatives for DAC was a mistake. Dr. Cruz-Boone is still going, but Mr. Journey is not.

### 7.2 DAAPAC Minutes & Synopsis (3/16/21)-No representative present.

## 8.0 Announcements -

8.1 FACE updates- Mrs. Avila went over the announcements.

8.2 New uniform orders - Place orders by **Sunday, April 18**. *No extended deadline for orders.* Uniforms arrive 2-3 weeks after their order

8.3-8.5 Mrs. Avila mentioned that both parents and teacher agree that the kids are happy to return to school. Monday, April 12 (3-6) Return to in-person instruction. Monday, April 19 - 8th grade return to school. Monday, April 26 - 7th grade return to school. See Parent Square for updated information. See Update Letter & Schedule

8.6 Mrs. Barthelmes highly encourages signing up for summer school to meet Academic/SEL needs and be able to host it on Downtown's campus. If not enough Downtown students sign

up, then our school will be combined with other school sites and hosted at a different campus to help that small number.

8.7 Next SSC Meeting- Thursday, May 13, 2021 @ 3:00 PM

Adjournment -

Mrs. Barthelmes motioned to adjourn the meeting. Cherie Payne seconded the motion. Motion carried. Meeting adjourned at 4:32 PM.

Respectfully submitted,

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SSC Secretary

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Principal