



Downtown School
School Site Council Meeting Minutes
September 24, 2020
2:15 PM / Via Zoom

AGENDA ITEMS

1.0 Opening/Roll Call:

Meeting called to order at 2:15 PM

1.1 The meeting was held over Zoom virtual meeting platform. All members and guests introduced themselves and stated the role they held. Attendance was taken by all members and guests typing in the Zoom chat.

Members/Officers present:

Noreen Barthelmes (Principal)

Karen Nguyen (Teacher, Yr. 1)

Heather Tablit (Teacher, Yr. 1)

Cherie Payne (Teacher, Yr. 1)

Beverly Langella (Staff, Yr. 1)

Laura Avila (Parent, Yr. 1)

Juan Avila (Parent, Yr. 2)

Vanessa Barrientos (Parent, Yr. 1)

Ian Journey (Parent, Yr. 1)

Coby Vance (Parent, Yr. 1)

Members/Officers absent:(list names and titles i.e., Principal, parent, teacher, etc. of those absent)

Visitors: Susan Klassen (FACE Liaison)

Amanda Mestas (Specially Funded Clerk)

Quorum Established: Yes

1.2 Noreen Barthelmes, Principal, shared a short video presentation outlining the SSC Elections, Purpose of SSC, the Role of SSC Members, and an overview of the schoolplan. A verbal explanation was also provided regarding SPSA. The BCSD SSC webpage was screenshared and explained by Noreen Barthelmes, Principal. Ian Journey asked for ELAC to be explained; Mrs. Barthelmes defined the purpose and role of ELAC and DAAPAC for Downtown School to council members. Downtown School does not have an ELAC due to low numbers of EL students enrolled in school.

1.3 SSC Workbook. Mrs. Barthelmes showed all members where to find this resource on the BCSD website and the plethora of information available to the public in both English and Spanish.

2.0 Minutes

The minutes from the February 28, 2020 meeting were read and approved. Beverly Langella moved to approve the minutes. Karen Nguyen seconded the motion. Motion carried.

3.0 Open Forum: None

4.0 Site Report

4.1 Annual School SSC Meeting Dates and SSC webpage were presented.

5.0 Unfinished Business

5.1 None

- 6.0 New Business (Items requiring a vote: Description of each item of business to be discussed or acted upon, Ed. Code 35147)
- 6.1 Members of council nominated & elected:
Chairperson - Laura Avila
Vice-Chairperson - Beverly Langella
Secretary - Vanessa Barrientos
Motion was made by Juan Avila, seconded by Beverly Langella. Motion carried.
- 6.2 2019-2020 SPSA Annual Review - Mrs. Barthelmes explained the documents, data, analysis, and outcomes reached through a Comprehensive Needs Assessment of the progress made towards the six goals in 19-20 SPSA. Mrs. Barthelmes described the process of obtaining input from the various stakeholders. The council members asked questions and explanations were given by school staff. Karen Nguyen explained how teachers use a variety of assessment tools and practices rather than relying on 1 instrument alone to assess, progress, and monitor students' growth. Assessment reliability, particularly in a virtual world, was discussed. In response to an inquiry, a future presentation will be made to the Council to review the role of SEL Goal 4 and the services provided to Tier I, II, and III students and the data results from the last few years of the program. Motion made by Laura Avila and seconded by Heather Tablit to approve the 2019-20 SPSA Annual Review. Motion carried.
- 6.3 Parent and Family Engagement Policy - Mrs. Barthelmes explained how Downtown School follows the things required by the federal government for a Title I school despite not being Title I. Asked for questions and comments. None given. Motion made by Beverly Langella and seconded by Juan Avila to approve the policy. Motion carried.
- 6.4 Home-School Compact - Mrs. Barthelmes shared and reviewed compact and explained how it was updated to reflect distance learning. Asked for questions or comments. None given. Motion made by Cherie Payne and seconded by Beverly Langella to approve the Home-School Compact. Motion carried.
- 6.5 Review SSC Bylaws - The bylaws were reviewed for all changes, due mostly to Virtual Learning and Virtual SSC meetings. The updated election process was described. Motion to approve updated bylaws made by Juan Avila and seconded by Heather Tablit. Motion carried.
- 7.0 Reports - FACE Liaison, Susan Klassen, reviewed the roles of parent advisory committees in BCSD and asked for interested members to attend meetings at the district level and return to SSC to report back.
- 7.1 DAC – District Advisory Committee. The Council voted in representatives Ian Journey and Juan Avila.
- 7.2 District African American Parent Advisory Committee (DAAPAC) – District African American Parent Advisory Council - First informal meeting was held September 21, 2020 and a rich discussion ensued.
- 7.3 Family and Community Engagement (FACE) – Susan Klassen reported on upcoming parent opportunities to join Loving Solutions classes beginning October 5 and regular sessions such as the upcoming Zoom Etiquette class she would host. All meetings and events held via Zoom and linked on the monthly FACE calendar.
- 7.4 Teacher Advisory Committee (TAC) – No Report
- 8.0 Announcements
- 8.1 Next SSC Meeting: October 8, 2020 (2:15-3:15 PM) via zoom
- 9.0 Adjournment
- Meeting adjourned at 3:23 PM. Motion made by Cherie Payne and seconded by Beverly Langella. Motion carried.

Respectfully submitted,

SSC Secretary

Principal