

Meeting Notes

César Chávez Elementary School Site Council
Wednesday, December 4, 2019 | 4:30 - 6:00pm, Rm 22 (Library)

Meeting convened at 4:35pm

1. **Welcome and Introductions.**

Parent Representatives: Petrea Marchand, Beth Lesen, Kate Legrand, Agustin Antunez, Juan Caceres, and Bill Wood. Teachers and Staff Representatives: Osvaldo Rubio, Laura Anderson, and Petrina Jonas. Principal Veronica Dunn.

2. **Moment of Silence for Sra. Dopico.**

3. **Public Comments.** Erick and Grace Basset informed us that the main goal of the School Bond M Oversight Committee, of which they are members, is to make sure that the DJUSD Facilities' team follows the budget for carrying out the improvements they have planned (this committee is not an advisory committee). The committee periodically submits a report to the DJUSD Board.

4. **Approve October 16, 2019 Site Council Meeting Minutes.** The September 25, 2019 Council Meeting Minutes were approved by the present Council members without objections. A. Antunez clarified that according to the information provided by a representative of the Yolo County Board of Education at the DJUSD Governance Night 2019-2020, the Brown Act does not apply to School Site Councils.

5. **Approve updated 2019-20 Site Council calendar:** The November meeting was cancelled because of the parent conference week and the April meeting was moved (March 18, 2020 to March 25, 2020??). The amendments in the 2019-20 Site Council calendar were approved unanimously by the Council.

6. **Approval of waiver for district elections at request of District.** Since there were no objections by the Council members, the waiver was approved by the Council.

7. **Approved MPR public engagement process recommendation to District.** P. Marchand recommended tabling this item for the January Council meeting. There were no objections by the Council members, the recommendation was approved by the Council.

8. **Report from Data Analysis Subcommittee.** Report on Social Emotional Health by Kate Legrand. DJUSD Climate office collects data regarding students' social emotional health via two surveys, the annual Youth Truth Surveys, for grades 3 and up, and the California Healthy Kids Survey (administered every other year), for grades 5, 7, 9, and 11. According to the DJUSD's website, the data from these surveys can be used by the School Site Councils to help guide their decisions, priorities, and allocation of funds. However, the DJUSD's website does not offer current data, it only offers data from 2017. K. Legrand stated that the information collected with the Youth Truth is too broad and if the school wants to drill down into the needs of our sites, DJUSD needs to provide more detailed site reports. As per V. Dunn, DJUSD compiled three years of the Youth Truth Survey data (2017, 2018, and 2019) and she is willing to present the results of the surveys (including the Healthy Kids survey) at the next Data Analysis subcommittee and School Climate committee. K. Legrand and A. Antunez indicated that even though DJUSD collects large amounts of data from students, DJUSD does not provide enough, current, and easy to read/interpret student data. A. Antunez said that according to the information provided by the representative of the Yolo County Board of Education at the DJUSD Governance Night, DJUSD has a lot of data that can be provided to the School Site Council. The Data Analysis Subcommittee will review and summarize the data, provide recommendations on how the data should be used, and make recommendations for the SPSA.

9. **Report from Safety Plan Subcommittee, by P. Marchand.**

- a. P. Marchand recommended adding Laura Anderson, Petrina Jonas, and Beth Lesen to the Safety Plan Subcommittee. There were no objections. The recommendation was approved.
- b. P. Marchand and V. Dunn met on November 22 to lay out a process to approve the CCE's Safety Plan amendments.

- c. In addition to revising the current CCE Safety Plan, the Council's members need to read the report of the DJUSD Safety Task Force. However, B. Lesen and P. Marchand believe the parent/community participation in the Safety Task Force was extremely low and that the ranking and priorities expressed in the report do not represent the interest of the entire Davis school community.
- d. The Safety Plan Subcommittee has contacted an organization, outside DJUSD, to provide advice on what kind of safety recommendations could be good for CCE.
- e. P. Jonas and J. Caceres mentioned that the language and the way the safety drills are performed can have negative psychological and emotional impact on students.
- f. V. Dunn would like to be part of the Sandy Hook Promise because it provides safety guidelines.
- g. As per B. Lesen, it is important to bring more research into the safety discussion.
- h. A. Antunez suggested forming a CCE Safety Task Force to gather parents' and teachers' feedback. V. Dunn said that the Council needs to be mindful of the teacher's availability since all of them have multiple school duties and time constraints.

10. Approve Site Council bylaws amendments, by B. Lessen.

- a. B. Lessen explained that the purpose of the amendment is to officially create an Executive Subcommittee with executive management purposes. The Executive Subcommittee should not be discussing items that should be discussed in a Council meeting, in which the discussion needs to be witnessed by the public. The only two votes that the Subcommittee can take are (1) extending the time of the meeting to accommodate the Agenda, and (2) rescheduling previously announced Council meetings. In the case of an urgent topic the CCE Council needs to discuss and approve, the Council can call for a special meeting.
- b. B. Lessen moved to amend the CCE School Site Council bylaws by adding the following under Article VII, Section 3

4) Executive Board Committee. This committee consists of the Site Council Chair, Vice-chair, Secretary and School Principal. The purpose of this committee is to review and finalize meeting agendas before they are formally posted, ensuring that the agenda is feasible for the amount of time allotted. When there are too many agenda items to cover in the time allotted, the Executive Board may vote in committee to extend the time allocation for the meeting to accommodate necessary agenda items. Executive Board meetings are open but attendees who are not on Executive Board are not permitted to actively participate. Executive Board may also vote to change already established meeting dates, provided there is enough time to inform the public of the change.

The motion was second by P. Marchand. The motion was unanimously approved.

- 11. Agenda Items for the January Meeting.** The Council is tabling the following items of today's meeting until the January Council meeting: Monitoring of the Implementation of the SPSA 2019-2020, SPSA 2019-2020 and Budget Amendments, Superintendent Parent Advisory Committee Actions, Update of the Implementation of the SPSA 2019-2020. Additional items (new business) for the January meeting: Approval of the CCE Safety Plan, SPAS 2019-2020 Budget Adjustments, Evaluation of the Effectiveness of the 2018-2019 Programs, Draft Parents Survey, and Regular Subcommittees' Reports. All subcommittees need to submit reports to P. Marchand a week before the next meeting.

The Chair adjourned the meeting at 6:06pm.