

Graham Middle School School Site Council (SSC) - MINUTES

Meeting Date: Mar 25, 2021

Meeting Time: 4:30 pm

Location: Virtual

Agenda

Time	Item	Person Responsible
4:30	Call the meeting to order: ❖ Welcome, Introductions & Roll Call	Chairperson
4:35	❖ Approval of Minutes from the Mar 25, 2021 SSC Meeting	Secretary
4:40	❖ Principal's Report ❖ Request for technology purchase	Principal Petrea
5:00	❖ SSC Bylaws Revisions, Discussion & Vote	Chairperson
5:25	❖ Public Comments	Chairperson
5:30	❖ Adjournment	Chairperson

Attendance

Officers / Official Members	Guests	Absent
<ol style="list-style-type: none"> 1. Lauren Petrea 2. Gina McIntyre 3. Hera Hong-Lee 4. Kathleen Cooper 5. Susan McDonald 6. Mark Martel 7. Edgar Gomez 8. Agnes Charrel-Berthillier 9. Christine Salinas 10. Mariko Kobata 	<ol style="list-style-type: none"> 1. Judy Crates (Interim Principal starting 4/1/21) 	Susan Papson

Minutes

Meeting called to order at 4:33 by Hera.

Minutes from prior meeting approved as written

Principal's Report

Two areas of focus this year - academic progress, positive culture & climate

Positive culture & climate:

- One area of focus was a staff book club
- Data committee has been amazing. Really important to give staff time to look at student performance, ask questions, and discuss opportunities
- Leadership team meetings meet weekly on Wednesdays
 - 6th grade team example: Opened up first. Last month has been really stressful for teachers. Needed to handle seating arrangements, prepare for hybrid learning, manage campus tours, etc. 6th grade team shared learnings and best practices with 7th grade team last week.

Reopening

- Has gone really well. Kids have been really good.
- There were quite a few worries, especially given the weather, and implications for how to handle lunches without being able to eat outside.

Positive Culture & Climate

- Instructional coaches have met weekly, has gone really well. Principal Petrea brought in CircleUp, a SEL coaching service, invited 8th graders and parents to a discussion about Equality vs. Equity.
- Hera attended and said it was excellent, great to hear from so many parents and staff. Wished there were more students there. Recommended it for 6th and 7th graders as well.
- Faculty advisory committee. PTA provides DoorDash lunch to all first year teachers to provide a lunch. Teachers are doing some social events online - Friday Happy Hour, teachers only, no administrators.
- GMS class did a welcome video for the students. Involved Mrs. Kobata. Was great, already shown to 6th graders and will be shared with 7th and 8th graders. Surveys were done of students and teachers, and results were shared back with students. This was really positive.

LCAP survey results not yet analyzed and shared back.

Picture day on May 5th. Photographers need volunteer help -- volunteers will get free photo. Principal working to help low income students get financial support.

Also wants to make recess fun. Buying \$150 of recess equipment per cohort. Every cohort has their own specific spot. Each grade/cohort is isolated from one another. Our PE Department lead Mr. Brown has been working to purchase equipment for students. Only requirement is each cohort in each class should have the same items for fairness. Total of 33 cohorts, so students have been told that items will not be replaced if damaged/lost due to the cost.

Request for funds from SSC for \$250. We still have 8 students that need a cable adapter combo. Only \$20 each. A \$200 allocation would help enable these students. This was unanimously approved.

Dr. Petrea thanked the SSC and all the parents. Additional thanks were shared to Dr. Petrea from the attendees for her leadership.

SSC Bylaws

In 2018, SSC had revised the Bylaws. But although it turned up the minutes, there was no revision document found.

We found the previous version of the document, added the spirit of the revisions as specified in the minutes, and then added on top of that our own revisions.

Discussion & Feedback

- Changes around alternate members
 - Should we make language around non-voting specific?
- Added specifics around certificated staff and classified staff explicitly
- Terms of Office
 - Term limits make sense to ensure fresh blood comes into the Council
- Voting
 - A minimum of 1 representative per group (teacher, parent, admin, staff) should be counted in each vote.
 - "Voting should be representative of the balance between school, staff, administration, and parents." - was struck out because it wasn't clear exactly how it would be implemented
- Termination of Membership
 - Simplify language "A member shall no longer hold membership should he or she cease to be a resident of the school district area or no longer meet the membership requirements under which he or she was selected."
- Vacancy
 - Each group - teachers, staff, parents, administrators - may appoint an alternate when/as needed
 - Some discussion around how to handle replacement of classified staff on SSC. It's a small group (~20 at Graham).

- Any vacancy shall be posted to the relevant school group (e.g., teachers, parents, staff, etc.) and will elect new members from eligible volunteers.
- Quorum
 - Up for ongoing discussion: Whether we should require at least 1 person from each site council group in a given vote.
 - Agnes saw nothing in other SSC templates about needing representation from each group.

Vote on Bylaws tabled to next SSC meeting; any further suggestions for edits on the wording of the Quorum section may be emailed to the group.

Meeting adjourned at 5:40pm