

Riverside Drive Charter School Governance Council Meeting

October 19, 2016

Welcome

Governance Council

Kesia Doucette, Principal; Irla Wi, Chair/Teacher; Catherine R. Wygal, Vice Chair/Parent; Brooke Cadorette, Secretary/Parent; Marshall McAuley, Parliamentarian/ Parent; Patryce Harris, Parent; Damon Johnson, Parent; Elizabeth Zubkoff; Valerie Wiesbrock (1st Alternate), Parent; Alma Cordova (2nd Alternate), Parent; Vatsana Bilvaran, Teacher; Elsie Bohorquez, Teacher; Beth Meyers, Teacher; Angie Ware, Classified Staff

Attendees and Presenters

Kesia Doucette, Principal; Irla Wi, Chair/Teacher; Catherine R. Wygal, Vice Chair/Parent; Brooke Cadorette, Secretary/Parent; Marshall McAuley, Parliamentarian/ Parent; Elizabeth Zubkoff, Parent; Damon Johnson, Parent; Patryce Harris, Parent; Angie Ware, Classified Staff; Vatsana Bilavarn, Staff; Elsie Bohorquez, Teacher; Mary McAuley, Parent; Valerie Wiesbrock, Parent; Alma Cordova, Parent; Susan Kabilina, Staff; Jovan Perida, Staff; Jenifer Roosevelt, Parent; Christine Higgins, Parent; Caryn Bush, Parent;

Reading and Approval of Minutes

Mr. Wi called the meeting to order at 3:01.

Mr. Wi welcomed guests from LAUSD who are here to discuss the budget- Jovan Perida and Susan Kabilina.

The council reviewed the minutes from the last meeting and approved.

Unfinished Business

Budget

Keisa Doucette and Jovan Perida (Fiscal Specialist) and Susan Kabilina (Fiscal Specialist) (see attached)

Charter Renewal and Status of Project Based Learning

Kesia Doucette – see Strategic Planning committee report.

Safe School Plan Review and Approval

Kesia Doucette- see Safety committee report.

New Business

Proposed Date Changes for Upcoming Council Meetings

Kesia Doucette

Ms. Doucette proposes we move the Governance Council meetings to Wednesday November 9th and starting in January move the meetings to the 4th Wednesday of the month due to a conflict with her monthly Principal Meeting. Motion made to move the meetings. MOTION APPROVED.

Committee reports

ART

Brooke Cadorette

There will have an info booth at the Fall Festival along with 1 or 2 artists who may be doing fall themed art and giving 20% of any proceeds back to PFRD. The committee will also kick off our flash mob/year-long dance enrichment project with an intro to the dance on the main stage. This will be ongoing and the committee will come up with a plan for disseminating and teach and it can be used at any communal school events. The committee will be leading a creative writing project as part of Literacy Night next week- Write Your Own Spooky Story in Room 16.

ATTENDANCE

Nothing.

CAMPUS BEAUTIFICATION/GARDEN

Nothing.

COMMUNITY BUILDING

Nothing.

CURRICULUM

Nothing.

GRANT WRITING

There have been two meetings and the committee is focusing on Science. The committee is looking for big grants for NGSS- looking for a new way to incorporate science into curriculum. The grants they are looking into will train some teachers to implement the curriculum and then train other teachers. The committee wants the school to become a leading science school and incorporate art and science together. The committee is also looking into grants for the garden- one in particular would be for a shed structure. For that grant we need to have a commitment from the school that involves educating the students on sun safety- possibly introduce this in a health class and have skin cancer awareness. Groundwork needs to be laid this year in order to apply for the grant. The Grant Committee will work with the Curriculum Committee and Ms. Doucette to ensure this happens.

LITERACY

Ms. Bush noted that 5th grade is working with Ms. Johnson on Literacy night (Thursday, October 27th). Volunteers will be need for Literacy Night on Working with 5th grade.

PFRD

Mary McAuley

Fall Festival is this Saturday, October 22nd. Come and volunteer.

SAFETY

Keisha Doucette

Ms. Doucette went over the Safe School Plan that we need to submit. After looking at the storage unit at school she discovered that the district needs to come out to replace stored water and bars that have expired. Today there was a radio test for the Great Shake Out, but our school's drill will not be tomorrow it will happen either next week or the first week of November. The committee is also looking into earthquake kits- around \$5-\$12/child- it is also a possibility that each family prepare their own kits to save money.

SCIENCE/TECH

Jenifer Roosevelt

The committee met and gave grade level reports. The committee set their meeting date- the last Friday of every month. The committee discussed the March Festival and are concerned it may be too close to conference time- they may try and push it back a week or two. The garden volunteers came and talked about Enrich LA- they provided \$1000 worth of free compost for the school and are going to help repair the irrigation system and repair the gate at the upper garden.

STRATEGIC PLANNING

Christine Higgins

The committee is looking at data analysis from the CAASPP- Ms. Nevills is working with Ms. Doucette on this. The findings will be presented to Governance next month. The committee is looking into what else needs to be monitored as well as making sure PD is available for teachers. Ms. Bilvaran wanted to know if the testing done in her Special Ed classes needs to be monitored as well- this will be discussed further at the next Strategic Planning meeting.

5TH GRADE

Caryn Bush

The 5th Grade is hosting the Halloween Dance/Haunted House and Literacy Night in order to raise money for Astro Camp (May 5-7)- the deposit is due November 1st. They are fundraising at Ultra Zone during winter break. Ms. Bilvaran mentioned she has 5th graders in Special Ed that are overlooked. Ms. Wygal will coordinate with Ms. Bilvaran. Ms. Doucette mentioned there are new fundraising guidelines being handed down by LAUSD- as soon as she gets the guidelines she will pass them along.

WEBSITE

Patryce Harris

The Super School information has been redirected to the PFRD website. Ms. Harris will set up Wordpress training to get help with the website.

Public Comment

- Psychomotor Development is a time for grade levels to have planning meetings. Mr. Wi and Ms. Bohorquez stressed the importance of this time for teachers to plan. Right now we have not allocated funds to help support this through Governance or PFRD. Ms. Doucette is present during this time as certificated personnel, but needs additional support. Ms. Doucette is not able to write out check to specific individuals to pay for this support, but through Governance she could write checks to organizations like the YMCA. Ms. Doucette and Ms. McAuley from PFRD will meet to finalize a budget for this, however PFRD does not want to be in the HR business but they do want to support the school's needs. Ms. Cadorette asked if we could get parent volunteers to help in the meantime. Ms. Doucette said that parent volunteers could work, but they would need to fill out the proper volunteer paperwork.
- There needs to be better communication next year when planning the calendar to make sure that we do not have too many events around the same time like we do this year with Fall Festival, Literacy Night, and the Halloween Dance.
- Ms. Zubkoff would like to look into getting wine donated for a fundraising event for 5th Graders.
- Ms. Wygal brought up the aggressive environment at last night's PFRD meeting and wants to make sure that our school and the meetings at PFRD are positive. There seems to be a lot of distrust and innuendos being thrown around with specific focus on PFRD and its checks and balances. Ms. Wygal wants to make sure Ms. McAuley has all the support from Governance. Ms. Wiesbrock stressed that our charter will only work if we work together. Ms. Harris suggested having the PFRD website list the budget, and agenda for upcoming meetings as well as having a box in the office where parents could write down their concerns. Mr. McAuley proposed that we set up a joint meeting to explain to the school body what each group does and what role they each play at our school.

Meeting Adjourned 5:00pm

Action Log Summary

New actions this meeting:

- **Grant Writing Committee and Curriculum Committee:** to work in conjunction with Ms. Doucette to implement skin cancer awareness/sun safety at school so the school can apply for a Sun Safety Grant for shade structure for the garden.
- **Safety Committee:** contact the district to replace the expired water and bars that are in storage as part of our school's safety plan.
- **Governance Council and PFRD:** need to set up a joint meeting to explain to the school body the difference between Governance Council and PFRD and what their individual roles are at Riverside.
- **Ms. Doucette, PFRD, Parents:** need a solution for the psychomotor development period. Possibly have parent volunteers and sign ups.

Carryover actions from prior meetings:

- **Art and Curriculum Committees:** need to meet to discuss the larger arts in the classroom options with regard to electives.
- **Curriculum Committee, Governance Community Involvement Committee, Grant Writing Committee and Awards Committee and Kesia Doucette:** need to collaborate on student character building program possibilities.
- **Kesia Doucette:** Find out from LAUSD what happens if our school hits capacity in the near future.
- **Committee Organization 2016-2017:** add committee information to the school's website
- **Committee Organization for 2016-2017:** need a complete list of committees and a mission statement in a central location (front office)
- **Back Up for Kiss and Ride/Locking Gate when Mr. Ronnie is Out:** Ms. Doucette will address this with Dad's for Safety and Pete. Dad's for Safety may be able to escort tardy students to the main office for late slips

Completed since last meeting:

- **Arts Committee- Mural Painting:** check with Ms. Doucette to see if faded murals can be painted over.
- **School Website:** set up a short term committee to rollout the website; set up professional development for teachers who want to create websites for their classrooms