

Riverside Drive Charter School

Governance Council Meeting

November 9, 2016

Welcome

Governance Council

Kesia Doucette, Principal; Ilra 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 Bilavarn, Teacher; Elsie Bohorquez, Teacher; Beth Meyers, Teacher; Angie Ware, Classified Staff

Attendees and Presenters

Kesia Doucette, Principal; Ilra Wi, Chair/Teacher; Catherine R. Wygal, Vice Chair/Parent; Brooke Cadorette, Secretary/Parent; Marshall McAuley, Parliamentarian/ Parent; Vatsana Bilavarn, Staff; Elsie Bohorquez, Teacher; Mary McAuley, Parent; Valerie Wiesbrock, Parent; Caryn Bush, Parent

Reading and Approval of Minutes

Mr. Wi called the meeting to order at 3:13 pm.

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

The Council would like to get a streamlined and finalized list of the committees together and get additional participation for committees- The Curriculum Committee currently has no parents on it. Ms. Wygal sent a combined list of committees to Ms. Doucette to be finalized- Mr. Wi will assist in this process. We will put the finalized committee list on the website and do a robocall to get additional participation from parents. It was suggested we use the Governance email as a contact for potential volunteers. December 7th is the deadline set forth by the Governance Council to get this communication out to parents.

Committee reports

ART

Brooke Cadorette

Creative Writing/Literacy Night project went great! - both sessions were full and kids seemed to love it. The Dance project/flash mob - seems to be going well- it was launched at the Fall Fest, used in psycho motor, was done multiple times at Halloween dance and at the Halloween parade, also the instructional video was distributed in e-blast and through room parents. The Symphony will be on December 2 and we'll have more info about how that at the December meeting. We will also be coming back to Governance in December to ask for monies for projects back 1/2 of year. The Arts Festival is being transitioned to an Arts Night and planning will begin soon - we will also need to find a new date for this as Science Fair is now on March 10th. The Art Committee would like to use left over money from Literacy Night for paint to repaint murals in the Kinder yard over Thanksgiving. MOTION APPROVED.

CAMPUS BEAUTIFICATION/GARDEN

Keisa Doucette

This past Sunday, there was a campus beautification led by the 4th grade. There was a small turnout, but there was a HUGE difference in the campus. They did a fantastic job. A robocall will go out to all families to check for items in the lost and found. All unclaimed items will be donated. The 5th grade clean-up will be December 5th.

CURRICULUM

Nothing.

GRANT WRITING

Valerie Wiesbrock

The committee did not meet since the last meeting. They committee is working on Science grants and the Dermatology Grant for an \$8K sun structure for the school.

INTERVIEW

Nothing.

LITERACY

Nothing.

PFRD

Mary McAuley

The Fall Festival went well- we made the same amount we made last year, but spent less. PFRD and Ms. Doucette have a meeting to go over their rules and regulations with LAUSD to make sure proper procedures are being followed.

SAFETY

Keisha Doucette

The earthquake drill will have to happen next week. The school is also required to do monthly fire drills.

SCIENCE

Elsie Bohorquez

The committee discussed what each grade level is doing and discussed how to make science planning easier for the teachers. Discussions began about the Science Fair- vendors and contacts. Mr. Wi mentioned the Science Center has a workshop that they will deliver materials to the teachers to use at school and we should let other teachers know about this resource.

STRATEGIC PLANNING

Ilra Wi

The committee will meet at the end of the month.

TECHNOLOGY

Elsie Bohorquez

The committee discussed implementing MobyMax and the future of the computer lab- exploring what tech options we want for the school.

WEBSITE

Catherine Wygal

Ms. Harris will be doing training with some Council members on WordPress. If there are date changes for the school website those changes need to go through Ms. Nevills who maintains the school's Google calendar. Ms. Cadorette suggested the committee look into School Loop- Colfax and Carpenter use this resource through LAUSD for their school websites.

5TH GRADE

Caryn Bush

The Halloween Dance had great turnout. The next fundraiser will be at Ultra Zone on December 22nd 6-10 PM- they will possibly have tickets available on the school website. The committee is moving forward with Astro Camp- the deposit is due December 1st. About 50 students have signed up. Need to set up a 5th grade parent and students meeting- possibly December 1st at 6 PM.

Unfinished Business

Budget Overview from Last Meeting

Keisa Doucette and Marshall McAuley (see attached)

We have the report we get every month from the fiscal specialist- from the 13723 (Charter Block Grant) we have \$46,390.97; from 13724 (Charter Allocation in lieu of EIA) we have \$78,547.10; less allocations from the end of last year and this year leaves us with approximately \$110,000. Mr. McAuley met with Ripsime Arakelian to establish a system to track allocations of funds- the intent is to understand the budgets handed to us and to track what Governance has approved and what we have actually have spent. By the next Governance Council meeting we should be able to have our first report from Ms. Arakelian so we can track our spending and our accountability as a Governance Council.

New Business

Psychomotor Skills Opportunities/Parent Involvement

Valerie Wiesbrock

Ms. Wiesbrock would like to formalize the process for getting parents involved to help with Psychomotor and other volunteer opportunities at the school. Psychomotor volunteers will not be needed again until the first week in December and we will use Sign Up Genius to get volunteers.

Proposed Social and Physical Fitness Programs (Anger Management; Anti-Bullying; Psychomotor Skills)

Kesia Doucette/Valerie Wiesbrock

There are two programs we are looking into for Psychomotor- YMCA and My Gym. We don't want to spend an exorbitant amount of money. Either program still requires a certificated staff member being present. Looking into the costs with options- 1) for 4 weeks or 2) twice a month or 3) once a month. The money for this program can come from through the 13027 Budget or Ms. Doucette will bring a formal proposal. Until this is resolved we will need Psychomotor volunteers.

Ms. Doucette is also looking into Anti-bullying and Anger Management programs for the school. She just received approval for a free Anti-Bullying program for 3-5th grade led by LA School police officers.

Astro Camp

Kesia Doucette

Ms. Bush met with the Fundraising person through the District. The District's main concern is that every child needs the opportunity to go to Astro Camp. The monies cannot be sent through PFRD. Last year Governance approved up to \$2K to help fund any extra money needed for Astro Camp- the money that was approved ended up not being needed as the 5th Grade was able to raise enough money. Ms. Doucette would like to offer that same \$2K again this year. She will formally propose this at the next meeting.

Public Comment

- Regarding parent volunteers: Ms. Bohorquez would like to set up guidelines for parent involvement to make sure they are respectful of the kids in the classroom. They are there for volunteering and not for interfering. Ms. Wiesbrock would like to come up with a process that we can agree on and then give the set of guidelines to the parents when the volunteer.

Meeting Adjourned 4:34 pm.

Action Log Summary

New actions this meeting:

- **Keisa Doucette/Ira Wi to Finalize Committee Descriptions:** finalize and streamline committee descriptions and seek more parent participation by December 7th.

- **Keisa Doucette Outside Psychomotor Possibilities:** get proposals from YMCA and My Gym for possible Psychomotor Programs
- **Keisa Doucette/Valerie Wiesbrock Formalize Parent Volunteers for Psychomotor and Other Opportunities:** formalize a parent volunteer process with guidelines for parents who volunteer at school.

Carryover actions from prior meetings:

- **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.
- **Art and Curriculum Committees:** need to meet to discuss the larger arts in the classroom options with regard to electives.
- **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:

- **Curriculum Committee, Governance Community Involvement Committee, Grant Writing Committee and Awards Committee and Kesia Doucette:** need to collaborate on student character building program possibilities.