



Bolinas-Stinson School Site Council

2019-20 Meeting Agendas

3:15 p.m. – 4:30 PM

Bolinas Campus Library, 125 Olema-Bolinas Road, Bolinas, CA 94924

Click on the date below to view agenda and meeting notes.

[September 19, 2019](#); [October 17, 2019](#); November 14, 2019 (meeting canceled); December 19, 2019 (meeting date changed to December 5); January 30, 2020; February 5th, 2020; March 5, 2020; April 2, 2020; May 7, 2020; June 4, 2020

Committee Members

Sara Lieber, Certificated Rep.	Ilie Waterson, Certificated Rep.	Omar Rifkin, Classified Rep	Veena Lucas, Parent (co-chair)	Chelsie Fontan-Walker, Parent (co-chair)
Meadow Evans, Parent (secretary)	Michelle Stephens, Principal			

February 6, 2020

Agenda Item	Notes
Meeting Called to Order	- Meeting called to order - Present: Meadow, Veena, Chelsea, Omar, & Michelle
Public Comments / Open Time for items not on the agenda (2 minutes per person)	<i>Concerns regarding district employees shall not be discussed in public at Site Council meetings. Anyone with a concern about an employee should contact the immediate supervisor.</i>
Review / approve minutes from previous meeting	Minutes approved for last meeting
Upcoming Events Bolinas-Stinson School Annual Events	- Separate committee for event planning - Michelle will ask staff for a staff member to join - See if we can delegate Parent Ed Nights to Maud or others? - What do we want from our PG? - Share Calendar Draft and make sure we list all events - Be proactive with planning and carving out site council time - Possible Events - Community Center open for free for the next 6 months - Community Pride Day May 2nd?

	○ How can we involve the school and our kids? ● Committee working on organizing some sort of giving drive. (Janis, Maud, Cathy B., Rachael) ● Sam's house? Stone Soup event ● Donate or make bowls to donate to make money for future soup ● Parent Ed Nights: ○ High book read ○ Vaping parent night ○ How to talk to kids about climate change? (-solution based, positive news) ○ Technology ● Perhaps a night aimed at parents of younger children Other items for discussion ● Massage in schools Presentation ● Device use? 5 G & Blue tooth sensitivity?
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January 30, 2019

Agenda Item	Notes
Meeting Called to Order	● Meeting called to order ● Present: Meadow, Veena, Omar, & Michelle
Public Comments / Open Time for items not on the agenda (2 minutes per person)	<i>Concerns regarding district employees shall not be discussed in public at Site Council meetings. Anyone with a concern about an employee should contact the immediate supervisor.</i> ● Track and Field with Kelly ○ How can we ensure that we keep our Track and Field day intact ○ Possibly invite Carlos Back - Michelle will check with Kelly, and John ○ Foundation table ○ Warm up ○ Spiral ○ PA System ○ Set up ○ Training of kids ○ List of events ○ Announcer ○ Volunteer coordinator
Review / approve minutes from previous meeting	● Minutes approved for last meeting
Comprehensive School Safety Plan	● Michelle update Safety Plan ○ Discuss Restorative Practices and Responsive classrooms at a future Parent teacher ○ Break down drills and safety drills ■ Putting V's or X's on doors ■ Locking doors and securing ■ Separate and work on drills

	■ Monthly Drills
Upcoming Events	• Separate committee for event planning. • Community Center open for free for the next 6 months • Community Pride Day in May 2nd? ○ How can we involve the school and our kids? • Committee working on organizing some sort of giving drive. (Janis, Maud, Cathy B., Rachael) • Sam's house? Stone Soup event • Donate or make bowls to donate to make money for future soup • Parent Ed Nights: ○ High book read ○ Vaping parent night ○ How to talk kids about climate change? (-solution based, positive news) ○ Technology ○ Perhaps a night aimed at parents of younger children
Future Items	Event Calendar Draft

December 5, 2019

Agenda Item	Notes
Meeting Called to Order	• Meeting called to order • Present: Meadow, Veena, Omar, Ilie, Sara & Michelle
Public Comments / Open Time for items not on the agenda (2 minutes per person)	<i>Concerns regarding district employees shall not be discussed in public at Site Council meetings. Anyone with a concern about an employee should contact the immediate supervisor.</i>
Review / approve minutes from previous meeting	• Minutes approved for last meeting
Comprehensive School Safety Plan	• Update: designated bus riders • Email changes/comments to Michelle by 12/12.
Upcoming Events	• Separate committee for event planning. • Winter Faire? • Stinson Winter Sing Along, 12/17 • Committee working on organizing some sort of giving drive. (Janis, Maud, Cathy B., Rachael) • Sam's house? Stone Soup event • Parent Ed Nights: ○ High book read ○ Vaping parent night

	○ How to talk kids about climate change? (-solution based, positive news) ○ Technology ○ Perhaps a night aimed at parents of younger children
Veena's List	● Morning breakfast is happening ● Debunking Racism-- ○ Trifold boards -- images of stereotypes, art insulation idea ○ Heritage festival ● Massage in schools program
Farm to School	● Out of time for grant. ● Ideas-- expanding outdoor kitchen ● Sara-- there are other grants and could be allocated for specific needs.
Garden Update	● Sara submitted a budget and it got approved from spring garden needs. Wanting grow lights for sprouting seeds.
Parent Concerns	● Emergency preparedness - how can we stay open with no power? ○ Looking into getting a generator to have ability to stay open. ● Music program - Where is the best space?
Strategic Plan	March meeting will be devoted to strategic planning.

October 17, 2019

Agenda Item	Notes
Meeting Called to Order	● Meeting called to order ● Present: Meadow, Veena, Chelsie, Omar, Ilie, Sara & Michelle
Public Comments / Open Time for items not on the agenda (2 minutes per person)	<i>Concerns regarding district employees shall not be discussed in public at Site Council meetings. Anyone with a concern about an employee should contact the immediate supervisor.</i> ● Discuss Live-Stream Event went well
Review / approve minutes from previous meeting	● Minutes approved for last meeting
Garden Update	● Needs new gate - looking for cattle gate ● Seedling sprouts for sale at art & garden fair? ● New worm bin in progress on the Bolinas Campus ● Sara - update on garden now, needs, vision, future ○ Hoses, heating mat and light set up in science shed

	○ Perennial flower garden border for beneficial attractants ○ Irrigation supplies to sustain ○ Are we interested in getting rain-barrels ● Veena - Grant Updates - still waiting for it to post
Upcoming Events	● Halloween 2.0 ○ Stinson activities in the classroom (need parent volunteers) ○ Bolinas activities in the classroom (need parent volunteers) ● Harvest Fair Scarecrows made by community members post on Nextdoor ● Ron making scarecrow frames - extra sturdy ● 10 bales of straw ● Classrooms will come up with themes for the scarecrow ● Meadow will contact room parents to help support classes with scarecrows and Halloween activities
Harvest Fair	Harvest Fair Planning 2019-20 Ticketed activities ● Selling tickets & school foundation shirts ● Bake Sale Table (foundation & PTO) ● Drink table ● Snack table ● Treasure Box ● Face painting ● Cake walk ● Caramel apples ● Photo Booth ● Wreath/Cornucopia making station Free activities - Kids win tickets Omar is game master ● Corn hole ● Freeze dance ● Football through tire ● Three legged race ● Art and crafts & Writing table ● Lip syncing contest ● Conga drum circle
Who's doing what?	
Parent Concerns	● Emergency preparedness - how can we stay open with no power? ● Music program - Where is the best space?

September 19, 2019

Agenda Item	Notes
Meeting Called to Order	● Meeting called to order ● Present: Meadow, Veena, Chelsie, Omar, Ilie, Sara & Michelle

Public Comments / Open Time for items not on the agenda (2 minutes per person)	<i>Concerns regarding district employees shall not be discussed in public at Site Council meetings. Anyone with a concern about an employee should contact the immediate supervisor.</i> ● Ilie shared that middle schoolers are preparing for natural Hazards
Review / approve minutes from previous meeting	● Minutes will be approved for next meeting
New Members	● All New members approved ● Will include an advertisement for another parent in the principal message
Upcoming Events	● Passport for Learning Event ○ Need Parent Volunteers ○ Ask Mark Ellis for Dance ○ Ask Fabian for Spanish ○ Ask Maud ○ Food ■ Dough (30) ■ Sauce (20) ■ Cheese (■ Toppings from garden ■ Look sacrificial pan ■ Mixed Greens Triple Wash 2 bags ■ Dressing? ■ Drinks (■ Parent Volunteers ■ Tables Folding and White tables ■ Table cloths ■ Send emails of Room Parent and emails of class members ■ Wood ■ Sign-up Genius? ○ Ben?, Doug?Marty? Ron? ○ BYO Silverware, cups & plates ○ Dessert Table for Sale ○ Irena & Omar ■ ● Beach Day ● Calendar & Events Details ● Farm to School Grant ● Volunteer Sign up for events
	Harvest Fair Google Planning Doc - permission needed to access



Bolinas-Stinson School Site Council

2018-19 Meeting Agendas

3:15 p.m. – 4:45 PM

Bolinas Campus Library, 125 Olema-Bolinas Road, Bolinas, CA 94924

Click on the date below to view agenda and meeting notes.

*Committee will meet on the first Thursday of the month unless otherwise noted

*[September 13, 2018](#); *[October 11, 2018](#); *[November 8, 2018](#); [December 6, 2018](#)

[January 10, 2019](#); [February 7th, 2019](#); [March 7, 2019](#); [April 4, 2019](#); May 2, 2019; [June 6, 2019](#)

Mechelle Cattell	Rebecca Braun	June Barbera	Veena Lucas (co-chair)	Chelsie Fontan-Walker (co-chair)
Carmen Alvarado	Meadow Evans (secretary)	Michelle Stephens		

June 6th, 2019

Time Keeper:	Note Taker: Meadow Evans	
/Agenda Item	Notes	Timing
Meeting Called to Order	- Meeting called to order - Present: Meadow, Michelle, Mechelle, June, Veena, Chelsie, Rebecca	3:15
Public Comments / Open Time for items not on the agenda (2 minutes per person)	<i>Concerns regarding district employees shall not be discussed in public at Site Council meetings. Anyone with a concern about an employee should contact the immediate supervisor.</i> - Chelsie would love to have an all school campout - She enjoyed the ¾ campout - Explore parent teacher conferences run by the student and how that would look	3:20 15 mins
Review / approve minutes from previous meeting	Minutes moved to approve by Veena and seconded by Meadow	3:35 5 mins
New Members	- June, Rebecca, & Mechelle are no longer participating on the site council team - Ask Sara L. if she can join us on the team & ask Nuria - Ask Classified staff	

	- Michelle asked people who are leaving to please email me regarding things that worked this year and things we can improve upon - Send out link Agenda and put it on the website and google reminder 48 hours in advance	
Step Up Day	Veena making crowns for 7th graders	
Farm To School Grant	- Discuss farm to school grant proposal and make a plan/timeline to complete sections - Need letters from farms saying that they are collaborating with us - Ask Suki who are the farms we work with to provide students with fresh produce - Waste in our lunch program - Implement Lunch Count - - Students need to take more than they want - What can we do about this - Suki question - Family style? - Knives? - Do the kids have to take it? - Cooking class for healthy choices for each class? - Take lunch counts - Take home at the end of the day - We have to come up with 25% of what we receive funding for - Project Goals - Composting & worms - Stinson Garden & Pre-school & Bolinas Children's Center Too! - Grow what we eat at school - Grow more than what we use so that kids can take it home - Grow more than we need so that we can donate - Helping the school to take leftovers rather than the school helping others - Integrate a cooking/nutrition program - Ask Suki what she needs - Outdoor classroom/Kitchen/BBQ - Incorporate into zero waste - Seasonal products/events that we can sell or use to generate \$\$\$	
PTO	Veena will share PTO budget with site council and we will publicly post it	

April 4, 2019		
Time Keeper:	Note Taker: Meadow Evans	
/Agenda Item	Notes	Timing
Meeting Called to Order	- Meeting called to order - Present: Meadow, Michelle, Mechelle, June, Veena	3:15
Public Comments / Open Time for items not on the agenda (2 minutes per person)	<i>Concerns regarding district employees shall not be discussed in public at Site Council meetings. Anyone with a concern about an employee should contact the immediate supervisor.</i> - Website is good but not emailing creates a vacuum, - Could we send reminders to parents links	3:20 15 mins
Review / approve minutes from previous meeting	Minutes moved to approve by Veena and seconded by Meadow	3:35 5 mins
Check in on updates	- Early snack - 2 - 10 students per week, seems to be going well, not too expensive and students who need it, get breakfast - We do see waste at regular snack recess - Zero waste and composting and feeding to the chickens - Each class will recycle their own - How can we work to have students wipe down and clean up after recess?	
Upcoming Events	- Screening of Screenagers - check in with Heather - No cost? April 16th, 30th, or May 7th	
Grant Proposal for Farm to School Program		
Future items	- Parent Coffee Chat - April 23rd @ 9:30 - Track & Field Day, April 19th - Check with Kara about food and flyers for T&F - Add to nextdoor and hearsay - Meadow will reach out to all room parents to get parent participation- michelle will share flyers asap - May Day, May 1st, 2019 - Veena work on flyer for parents - Add to nextdoor and hearsay - Art Show May 24th, 2019 - Job fair for middle school students - Michelle will poll middle schoolers - Meadow and Veena will look for work permit - Step Up Day, June 12, 2019 - Call out 7th graders as leaders of the school and use them to MC and call names of classes	

	○ Something special visually to differentiate as leaders made and presented by the kinders ● Graduation, June 13, 2019	
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March 7, 2019		
Time Keeper:	Note Taker: Meadow Evans	
/Agenda Item	Notes	Timing
Meeting Called to Order	- Meeting called to order - Present: Meadow, Rebecca, Michelle, Mechelle, June, Carmen, Veena	3:15
Public Comments / Open Time for items not on the agenda (2 minutes per person)	<i>Concerns regarding district employees shall not be discussed in public at Site Council meetings. Anyone with a concern about an employee should contact the immediate supervisor.</i>	3:20 15 mins
Review / approve minutes from previous meeting	Minutes moved to approve by Mechelle and seconded by Veena	3:35 5 mins
Open Mic Night	- Veena and Meadow met with Anny about Open Mic \$5.00 donation for dinner or \$20.00 for whole family - Concerns around unsupervised students - Food will be provided and everyone eats from 5:00-6:00 PM & Dessert table - Everyone inside at 6:00-7:00 PM 1 Act 7:00 - 7:20 PM for Intermission - dessert table 7:25 - 8:30 PM 2nd Act - Students will sign up by Monday, March 18th - Students will share what they will be doing eg. song, jokes, dance - Anny will create a schedule and let people know how much time they have - X-tra spots - If a student has trouble, they can try again and a spot for people who want to try - Post rules? Talk with students ahead of time - No field, stay in supervised areas, have Carlos put away balls, can we use basketballs? Hoola hoops - Middle schoolers run games - Sidewalk chalk - Wheels in front of Middle School - Needs: - Volunteers to help decorate - Volunteers to make dinner & Serve - Volunteers to set up tables/ drawing table cloths - Dessert table volunteers - Staff, parents and Middle schoolers helping to supervise students and run middle schools - Vests - Clean up crew - Middle schoolers get credit for jobs	

	○ Students need to be with designated adult ○ Reach out to parents and have a designated adult	
Review School Promotional Info	● What do you think of new website? ○ Alerts work ○ Like App ○ Missing Items: ■ Job postings Link - HR ● Last meeting we discussed PR promoting our school to the community - Ask John about more meetings sharing info and putting a face to the district ○ Informational Videos available on website ■ Great and love it ■ Could we put a weekly piece in the Hearsay? Each class contributes? % class starts with their news/jokes	
Check in on topics discussed last week	● Board members should also be sharing about deficit spending and what that is all about, in easily understood terms ○ We should always continue to fundraise ○ Utilize foundation money for field trips ● Asked John to reach out to High Schools and ask them to include us in their registration process/timeline and create a list of HS with contact information provided to 7th graders by the end of this year. Work on developing a partnership. ● Morning Snack pilot starts Tuesday, March 12, 2019 ● 2nd Trimester Conferences at parent/teacher request	
School Lunch Program	● Farm to school grants - will be open for 2019-20 ○ 100,000 for three years ○ To be approved you need 5 farms and letters establishing a relationship ○ Connecting kids to season produce ○ Posters ○ Getting equipment and outdoor kitchen ○ Funds can be used to fund people ● Sustainability of food programs ○ Use funny looking produce ○ Fundraising by growing, harvesting, selling, marketing, and budgeting	
Future Topics	● Parent Education around what are the school services - what services do we provide ○ Counselors, specialists, SST, Learning Center, SEL - Tool Box, Restorative Practices ○ Include in welcome packet or student/parent handbook ● Track and Field Day? ● End of the year activities?	

February 7, 2019		
Time Keeper:	Note Taker: Meadow Evans	
/Agenda Item	Notes	Timing
Meeting Called to Order	- Meeting called to order - Present: Chelsie, Meadow, Rebecca, Michelle, Mechelle, Veena, June	3:15
Public Comments / Open Time for items not on the agenda (2 minutes per person)	<i>Concerns regarding district employees shall not be discussed in public at Site Council meetings. Anyone with a concern about an employee should contact the immediate supervisor.</i>	3:20 15 mins
Review / approve minutes from previous meeting	Minutes moved to approve by Chelsie and seconded by Rebecca	3:35 5 mins
Review & Approve School Safety Plan	Group reviewed plan and submitted note to principal	3:40-4:15
Future Topics	- PR promoting our school to the community - Ask John about more meetings sharing info and putting a face to the district - Board members should also be sharing about deficit spending and what that is all about, in easily understood terms - Michelle will ask board about morning snack program for our students. - Ask John to reach out to High Schools and ask them to include us in their registration process/timeline and create a list of HS with contact information provided to 7th graders by the end of this year. Work on developing a partnership. - Can the staff be paid to help with supervision and parents so that they could be on shifts to see	

January 10, 2019		
Time Keeper:	Note Taker: Meadow Evans	
/Agenda Item	Notes	Timing
Meeting Called to Order	- Chelsie called meeting to order - Present: Chelsie, Meadow, Rebecca, Michelle, Mechelle, Veena, June	3:15
Public Comments / Open Time for items not on the agenda (2 minutes per person)	<i>Concerns regarding district employees shall not be discussed in public at Site Council meetings. Anyone with a concern about an employee should contact the immediate supervisor.</i> - Veena wants a massage in schools program, would like to do a full presentation on this at a future meeting - List of 10 minutes tasks in the garden with supervision as an option for kids who need a break from classroom - Michelle was contacted by TAM that there is a new crossing guard, Heidi Ford - Rebecca suggests creating a roadmap/flow chart for 8th graders to know how to get into high school, should be available end of 7th grade - Is this information out there in accessible form already?	3:20 10 mins
Review / approve minutes from previous meeting	Minutes moved to approve by Chelsie and seconded by Rebecca	3:30 5 mins
Swear in new members of SSC Move to next meeting	- Carmen Alvarado & Soo Choi - Both are absent - Carmen is in Mexico, Soo has a new job, Chelsie will follow up with Soo	3:35 15 mins
Overview of Parent Meeting on Class Configuration Options Develop Parent Feedback/Input Survey Questions	- Michelle shares that meeting went well, good turnout, good questions/concerns, parents predominantly in favor of Option 3 and 2 with strong concerns about where classes would go and financial ramifications - Michelle will summarize feedback and put into School News - Michelle will send out a survey - Overview of questions, needs to go out in Spanish - Rebecca would like to see more cross-pollination if teachers are teamed up (math/ela, science/hss) - Requires research and training on how to do grade-level instruction along with the mixed grade moments - Mechelle suggests Cove School as a resource for this model - Chelsie reach out to Room Parents to ask for questions around configurations - Chelsie will set up Don/Gohar - Mechelle will check back with a 6th grade parent who may be interested in being a Room Parent	

	• Veena brings up instability and frustration with constant change and the lack of clear rites of passage for the kids • Parents thought it would be nice to have a town hall meeting to bring the community up to speed regarding the school budget and what is happening at our school • Address the misconception of BSUSD has an overflow of money • Address the perception that mismanagement has contributed to the deficit spending and explain how are money is being spent • PR - Need to share all the positive things that are happening here - perhaps have students write up articles that they can contribute to the hearsay • If students can't do journalism, maybe parent involvement?	
Follow up on:	• Michelle talked to Tato and Suki who are both on board for morning snack, Michelle needs to check in with John and Kirsten about it • Maybe middle school students can manage morning snack? • Quick set up in breezeway before school. • Mechelle is willing to reach out to some organic breakfast bars companies to see if they will sponsor us in lieu of USDA foods that are subpar • Morning harvest from garden that goes into food? • Veena- Can School Foundation fund a morning snack before school? Suki and Tato wrote proposal- could present to board. Michelle will check with Suki about 1st snack. Sugar free? Organic, local non-gmo food? Would need a volunteer to oversee this. • Subcommittee for addressing Racism- Courageous Conversations workshops? Perhaps Maude is reaching out to this? Tam district did training on this. Veena wants help on creating a subcommittee. Mechelle will reach out to Courageous Conversations and report on next meeting. • Courageous Conversations talked to Mechelle today, they want to set up an online meeting. • Maude may be setting up Beyond Differences presentation. • Veena would like to create a limited subcommittee to clarify a few options on implementing educational series. • Veena will reach out to Whitney, Tato, Chelsie is willing • Idea of tri-fold boards that open up, maybe each classroom gets one • Michelle has concerns about isolated projects instead of looking at an overarching view of diversity • Tri-fold boards as starting point?	

	• School will be looking at a new history/social studies curriculum that is more inclusive • Toolbox paper resources going home to all parents. Michelle will send this home in paper form. Stories are part of Toolbox kit, useful in the classroom. Can we get a couple of sets for the library? And/or have them available to buy at the book fair? • Mechelle would like to do some kind of recognition for Steve and the book fair. Rebecca will check in about whether the Golden Bell award could work for that. • Rebecca will check with Kathy to see if we can create a commemorative/permanent object for Steve.	
Future items	• Mechelle will pursue getting kimoji dolls for Resource Center. Stinson campus as well? Maybe Foundation will help.	

December 6, 2018		
Time Keeper:	Note Taker: Meadow Evans	
/Agenda Item	Notes	Timing
Meeting Called to Order	• Veena called meeting to order • Present: Veena, Rebecca, June, Mechelle, Carmen, Meadow, Michelle, and Jenny	3:15
Public Comments / Open Time for items not on the agenda (2 minutes per person)	<i>Concerns regarding district employees shall not be discussed in public at Site Council meetings. Anyone with a concern about an employee should contact the immediate supervisor.</i> • Concern around recent emails regarding the suggested resignation of John Carroll by a parent	3:20 10 mins
Review / approve minutes from previous meeting	• Minutes moved to approve by Veena and seconded by Michelle	3:30 5 mins
Add new members of SSC	• Carmen Alvarado • Soo Choi • We will officially swear them in next month	3:35 15 mins
Review Parent Pizza Connection & Next steps	We had a successful parent pizza evening meeting. Good share of parents and staff, people volunteering to take on specific tasks. Parkside donated 50% pizza. Parents wanting more after school offerings for childcare. Bringing back Homework Club, Mechelle and Tato as resources, Gohar interested in taking it on(?), and Writing Workshop, June (?). Math Lab? Good informal back and forth. Some needs keep arising: Event volunteers- how to bring more parents in, website Events page, Event Binder, Room Parents using call tree for event needs, Event Calendar- done by early May, Events should be on sign board, paper copy in backpacks, phone notifications, Hearsay/Nextdoor, plan for Event Committee (Anny, Veena, Chelsie, Meadow) to make binder, calendar, specific volunteer needs and event structures, thoughts about how to involve staff, maybe bringing Charlie in to event planning, Dia de las Madres event, May 10, used to happen long ago, based off Mexican traditions	3:50 20 mins

	Parent Math Workshops after school for older kids to inform parents of what kids are working on and enabling them to help them at home, Homeroom teachers to be guest teachers each week so parents can target their child's grade levels, maybe 3:30-4:30	
Review Upcoming School Events	Bike Rodeo, December 14th, Michelle will check in with Anny and Peggy about potentially moving it back possibly to February, parents wanted it earlier to get ready for Wheels on Campus. Cathy N. has an idea to build a mock roadway on Stinson Campus. Book Fair Winter Concert-12/13, need 2 volunteers for candle lighting and extinguishing (Meadow and ?), middle school tech and stage crew, no food, Holiday Sing-a-long, 12/17 Possible January New Year's event	4:10 30 mins
Additional Items	Veena- Can School Foundation fund a morning snack before school? Suki and Tato wrote proposal- could present to board. Michelle will check with Suki about 1st snack. Sugar free? Organic, local non-gmo food? Would need a volunteer to oversee this. Miguel Villareal, Novato resource. This has historically existed. Subcommittee for addressing Racism- Courageous Conversations workshops? Perhaps Maude is reaching out to this? Tam district did training on this. Veena wants help on creating a subcommittee. Mechelle will reach out to Courageous Conversations and report on next meeting. Toolbox paper resources going home to all parents. Michelle will send this home in paper form. Stories are part of Toolbox kit, useful in the classroom. Can we get a couple of sets for the library? And/or have them available to buy at the book fair?	

	Mechelle would like to do some kind of recognition for Steve and the book fair. Rebecca will check in about whether the Golden Bell award could work for that.	
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November 8, 2018		
Time Keeper:	Note Taker: Meadow Evans	
/Agenda Item	Notes	Timing
Meeting Called to Order	- Chelsie called meeting to order - Present: June, Melinda, Chelsie, Jenny, Meadow, Michelle, Rebecca, Mechelle	3:15
Public Comments / Open Time for items not on the agenda (2 minutes per person)	<i>Concerns regarding district employees shall not be discussed in public at Site Council meetings. Anyone with a concern about an employee should contact the immediate supervisor.</i> - Chelsie brings up compost available for animals on Stinson and Bolinas campus - Michelle will include this in School News as well as advertising two openings for School Site Council (if two, they will be "duly elected", if more than two, election), list of state mandated objectives for Site Council, call for parent volunteer to be liaison to Spanish speaking students, send Chelsie email/phone contacts for Rachael, Willow, Don - Coffee Connection, 1st and Kindergarten will change Thanksgiving feast, using more local farms and focusing on food/farms/rather than pilgrims/native americans	3:15 10 mins
Review / approve minutes from previous meeting	Minutes moved to approve by Chelsie and seconded by Meadow	3:25 5 mins
New Parent Rep Process	- How do we identify the person who will take over Lia's position? - Make a plan and share info - By-laws: School Site Council does special election to replace any vacancies - Soo Choi is interested need to inform and hold election if more than two people want spot	3:30 15 mins
Review Upcoming Events & Roles How can we create a sustainable system of support for future events?	August - Welcome Back BBQ? - Back to School Nights September	3:45 4:15 30 mins

	• Shell Beach Day October • Halloween November • Winter Event - Night Tree and Stone Soup • Sing Along on Stinson campus Pre-K - 1st December • School Foundation, Barn Dance 12/1 • Winter Concert on Bo- Campus 2-8th February • Open Mic Night May • May Day June • Stepping Up Ceremony Misc. • Debunking racism / Where in the world day (January/ March / April?) • Rebecca asks: Is event planning under Site Council? PTO? • Michelle has multiple state mandated agendas that need to be passed through Site Council: Single Plan (official plan not needed for school's size), English Learner Plan, Disaster Drill, Climate Survey-plans for low ranking areas (technology, restorative practices). • Bylaws: June reads duties of Site Council • Clarification of which are staff events and which are parent-driven, getting dates set • Mechelle brings up Social Justice through Beyond Differences and also following up on Courageous Conversations, in past Spectrum and body awareness group • Transferring events to Parent Teacher Group • Evening Coffee Chats before Board Meetings to plan nitty gritty events? Food and childcare? Parkside donation-Chelsie will ask for donations, Michelle will reach out to Savanna about	
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	childcare, maybe middle schoolers help with childcare • First All Parent Pizza Connection, 5:30-7:30, November 29th • Middle school Community Service credits? Help with school events? Bring this back? • Room Parents can call parents to promote event • Michelle will get Chelsie contacts for Rachael, Willow, and Don's class lists	
School Safety Plan & Disaster Drill Review/Update/Approve SSC Approval 11/8/18	• Michelle updates: Site emergency procedures still in progress, adding more situations to binder (active shooter, person with irrational behavior), drill will not include active shooter, irrational behavior drills, plan is to do it each year, Stinson kids will be brought to Bolinas campus, Stinson will be done separately, Bolinas Fire Dept will send 1-2 members to Bo Campus, Michelle will find out how many will be sent to Stinson Campus, plan will be ready for looking over in November/December • SSC Vote to approve plan 11/8/18	4:15-4:45 30 mins

October 11, 2018		
Time Keeper:	Note Taker: Meadow Evans	
/Agenda Item	Notes	Timing
Meeting Called to Order	• Veena called meeting to order • Present: Rebecca, Mechelle, Chelsea, Michelle, Melinda	3:15
Public Comments / Open Time for items not on the agenda (2 minutes per person)	<i>Concerns regarding district employees shall not be discussed in public at Site Council meetings. Anyone with a concern about an employee should contact the immediate supervisor.</i> • <i>Discussed getting together a focus group to explore race and cultural sensitivity</i> • <i>We would like to get another parent member of ssc. Veena will gather info on the bylaws and process and reach out to parents who have shown interest in the past</i>	3:15 10 mins
Review / approve minutes from previous meeting	• Minutes moved to approve by Chelsea and seconded by Mechelle	3:25 5 mins
Check in on Harvest Festival Questions - 1:00-5:00 Harvest Festival Committee Meetings? Money Raised? Other organizations raising money? • Pumpkin decorating • Scarecrow making • Face painting • Cake Walk • Stewards Food & Fun • Petting zoo: goats, pony, piggies • Bake Sale • Field Games • Live Music • Plant Sale? • Fortune Teller/Card Reader? • Ticket sales with PTO info ○ Volunteer info ○ Calendar of upcoming events ○ Run that booth/table ○ Popcorn if you sign up • Shopping List	• Melinda asked access to the Cobb oven on October 19th and 20th • Harvest Festival Committee for sure on the October 20th: ○ Collect money at Stewards table will go Foundation to hold for the Stewards program, cobb pizza, salad and apple galettes ○ Other money's will go to fund our new PTO and be held by the foundation ○ Put cakes in bat cave ○ Michelle will give flyer to go out tomorrow ○ Teachers will participate if able ○ Starr Route Farm donating 10 pumpkins and lettuce for salad ○ Annie - contact for live music	3:30 15 mins
Check in on PTO Organization?	-Foundation help with PTO fiscal sponsor	3:45

Who will head this effort up? Set Date for next Coffee Chat	-Coordinate Events supported ●	15 mins
Check in on Room Parents/Volunteers Who will head this effort up?	● Chelsea & Veena will create posters for upcoming events	4:00 15 mins
School Programs - Update ○ Moved to coffee chat or future ssc meetings	● Implementation of Restorative Practices ● Implementation of Digital Literacy and Citizenship Curriculum ○ Common Sense Media for Educators	4:15 15 mins
School Topics - Discussion	● One Bus Run Days - Discussion ● Parent Teacher Conferences	4:30 15 mins
End Meeting		4:45
Future Agenda Items: Minutes:	● Overview of Events and review list of all offerings ● Put dates of events on calendar	

September 13, 2018

Note Taker:

Time Keeper:

/Agenda Item	Notes	Timing
Meeting Called to Order	Lia called the meeting to order Veena, Melinda, Lia, Rebecca, Steve, Chelsie, Grace, Michelle, Meadow present	
Public Comments / Open Time for items not on the agenda (2 minutes per person)	Concerns regarding district employees shall not be discussed in public at Site Council meetings. Anyone with a concern about an employee should contact the immediate supervisor. • Childcare during events & on early release days • Harvest Fair - Rebecca reach out to Cinese	
Review / approve minutes from previous meeting	• Fresh Start this year	
Assign roles (Chair, Secretary and Time Keeper)	• Meadow will be secretary • Lia and Veena will be co-chairs • Chelsie is time keeper for today	
Stewards of the Land updates and info	• Grace voices concerns from Youth Group, sense that communication wasn't flowing well, timing was faster than expected as far as getting Stewards up and running, confusion in community between Youth Group and Stewards, • Review of what Youth Group offers and history and connections with other local groups • Concerns about fundraising overlaps • Veena- What can we do to help support Youth Group? Are there ways to be two arms of a similar organization? • Youth Group has structure and focus that is flexible to what students need • Idea for some of the Youth Group mentors to come into Stewards either to present program or share tools • Melinda updates on Stewards. • Check in on school protocol, Stewards is welcome to be on campus. • Melinda will be sending weekly updates by email to parents about the week and reminder the night before about upcoming class.	

	• Need for an extra adult for some students who are having trouble focusing. Opening it up for parent volunteers. • Michelle suggests front-loading group norms during snack, taking suggestions from students and re-enforcing those. • Teams of USF and middle school students have been established. • Michelle suggests kids making up a call for finding the group.	
Volunteer Signup - place on website & office binder	• Making more accessible sign-up for volunteers for classroom needs, special events, field trips. • Sign up link on website as well as office binder. • Sign Up Genius as possibility. • Rebecca will reach out to see if Jesse could help set that up.	
Parent Involvement: PTO organized / Room Parents? / Parent Advisory	• Chelsie mentioned at Board meeting and Back to School nights that there is a desire to start the PTO and Room Parents programs. • Once a month Coffee Time, open to staff and parents and community. • Topics for each month. • PTO- there is willingness, needs structure that we can create and roll out. • No fees. • Michelle can reach out to staff to gauge interest in Room Parent. • Room Parent as facilitator for events and field trips. Also, can act as liaison between parents, teachers, staff, focusing dialogue. • Room Parents training around confidentiality and when/what is appropriate. • Steve- prioritize what PTO's goals and rules are before pushing tasks on them with full force of school behind it. • Rebecca brings up that Site Council has unofficially taken the role of the PTO in event planning; how do we transition what Site Council does. • Room Parent could help let other parents when there are important Board Meetings to attend. • How to facilitate child care or live feed so that there is greater parent involvement at Board Meetings. • Coffee Time on Monday, 9-10, space open at 8:30 • Childcare needed for younger students • Space? Perhaps the Commons? Library? • Michelle will email Grace about reserving library for Monday mornings • Asking Suki about coffee set up • Michelle ask John about food budget in general	

	• Rebecca suggests parents could drop into classroom before Coffee Time • Michelle would like to ask teachers first • Tea as well • Bring Your Own Cup • First Coffee Connection, September 24th, • Posters on the wall at Coffee Connection for volunteer possibilities	
Confirm all School events are in the calendar	• Proposed date for Harvest Festival, Oct 20th, (Stewards, Barn Dance) •	
Organize with School Foundation, PTO, Site Council, and School Staff etc. that each group takes on the organization of a few of the yearly events!	• School Foundation and PTO overlaps?	
Debunk racism series of events into schedule - Overview of ideas presented	•	
SEL	•	
Future Agenda Items: Minutes:	•	