

SITE COUNCIL 2023-2024

Meeting Dates: Thurs., Sept. 21 , Thurs., Oct. 19 , Thurs., Nov. 16 , Thurs., Jan. 18 , Thurs., March 21 , Thurs., May 16	
Mariposa/Tierra Linda Staff Members	Parent/Community Members
Theresa Fox, Mariposa (MPA) Principal	Purnima Renjen 2023-25 - TL Parent purenjen@gmail.com
Melissa Juliano, MPA teacher, 2022-24	Kylene Shen, 2023-25 - MPA Parent kylenechinsio@gmail.com
Charu Gulati, Tierra Linda (TL) Principal	Irina Sini 2023-25 - TL Parent irina.a.sini@gmail.com
Marjan Saffari TL classified teacher, 2022-24	Mari Strahorn 2022-24 - TL Parent mari.strahorn@gmail.com
Marty De, TL teacher - 2022-24	

[ZOOM LINK](#): 878 956 8796, Password: 10528

March 21, 2024

MEMBERS: Theresa Fox, Mari Strahorn, Melissa Juliano, Irina Sini, Ada Lee, Kylene Shen, Marty De, Charu Gulati, Purnima Renjen, Marjan Saffari

PRESENT: Theresa Fox, Mari Strahorn, Melissa Juliano, Irina Sini, Ada Lee, Kylene Shen, Marty De, Charu Gulati, Purnima Renjen, Marjan Saffari

ABSENT:

AGENDA

New Business

1. Welcome
2. Approve January minutes
3. Share 2024 LCAP Stakeholder Update & Input ([slides here](#))
4. I-ready data update from Tierra Linda (academic)
5. [Spring data update](#) from Mariposa

NOTES:

- January minutes approved-motion to approve made by Purnima Renjen and seconded by Kylene Shen.
- Mrs. Fox shared the LCAP slides with the team and reviewed the goals, strategic plan and key terms.
- Ada Lee reviewed the goals from previous years and how we did with the goals, reminding the team that this was during the COVID pandemic
- Mrs. Fox shared that our achievement has continued to grow since the pandemic unlike many districts in the state.
- Mrs. Fox reviewed the recent student outcomes for Mariposa. There is some improvement with attendance for Mariposa.
- Ms. Gulati shared recent student outcomes for TL
- The team was asked to give feedback, ask questions about the new LCAP goals: Purnima asked how do we measure intrapersonal growth? Where is the cultural awareness piece in the goals?
- Purnima suggested adding verbiage to goal #4 to add and infrastructure safe to the well maintained, climate ready environment
- Charu reviewed the student growth based on the IReady assessments-there was growth in both ELA and math with students testing at grade level and the number of students testing below grade level decreased. This is a positive trend they hope to continue.
- Theresa shared the chronic absenteeism-it went from 4/8% to 6% from January 2024 to March 2028
- Theresa shared 2nd Trimester Math Benchmark for MPA-4th and 5th grade students as well Reading (F&P) scores (Fall and Winter)
- Reminder to fill out parent survey

January 18, 2024

MEMBERS: Theresa Fox, Jeanne Panos, Mari Strahorn, Melissa Juliano, Irina Sini, Ada Lee, Kylene Shen, Marty De, Charu Gulati, Purnima Renjen, Marjan Saffari

PRESENT: Theresa Fox, Jeanne Panos, Mari Strahorn, Melissa Juliano, Ada Lee, Kylene Shen, Marty De, Charu Gulati, Purnima Renjen, Marjan Saffari, Irina Sini

ABSENT:

AGENDA

New Business

6. Welcome
7. Approve November minutes-Motion made and Minutes approved
8. Share SCSD Comprehensive Safety Plan - Jennifer Gaboury ([slide deck](#))
9. Mid-year data update from Mariposa ([attendance](#))
10. Mid-year data update from Tierra Linda (academic, [SEL](#), [attendance](#))

NOTES:

- Jennifer Gaboury reviewed the SCSD safety plan-slides linked on agenda
- Marty said we should practice different scenarios—such as a plan A, Plan B. Things don't always go as planned or practiced
- Purnima asked Ms. Gaboury some questions for clarification on the different tiers and safety plan as well as who administers the medication to reverse a drug overdose—Is it a nurse? Are there nurses on every campus—Charu confirmed there are not, but nurses of course are trained.
- Purnima also suggested that the infrastructure of the schools also be part of the safety plan-such as updated wiring, AC for cooling, etc....
- Mrs. Fox went over the attendance numbers at Mariposa.
- Charu went over the TL attendance numbers. TL's numbers for absences are high across all student groups. They have a problem with not just travel, but many students are exhibiting school refusal. Jeanne asked about incentives to make students want to come to school. Charu shared some of the reasons why some are chronically absent—some don't have the connections/friends at school, not doing well in school overall.
- Charu went over the TL wellness Sneak peak. Jeanne asked what is happening in the classroom to help with the feeling of belonging—are there smiles? Due to the time, Mrs. Fox said we can add this to the next meeting's agenda.

- Ada Lee did share some things that are going on in the classroom right now.
- Kylene Shen asked about resources—more resources to have friendship groups at the upper elementary and middle school level—just as important or even more important than at the elementary level.
- Meeting ended at 4:40

November 16, 2023

MEMBERS: Theresa Fox, Jeanne Panos, Mari Strahorn, Melissa Juliano, Irina Sini, Ada Lee, Kylene Shen, Marty De, Charu Gulati, Purnima Renjen, Marjan Saffari

PRESENT: All members present

ABSENT: Marjan Saffari and Marty De needed to be excused at 4:30.

AGENDA

New Business

1. Welcome & Introductions
2. Approve October minutes -Minutes approved
3. [School Plan for Student Achievement](#):
 - a. [Review Tierra Linda's Goals](#) & provide input
 - b. [Review Mariposa's Goals](#) & provide input
 - c. Approve goals

NOTES:

- Theresa Fox reviewed Mariposa's goal along with the school plan for Student Achievement. School plan is aligned with the district LCAP goals—
- Theresa discussed the EL students and the reclassification process and importance of being able to reclassify before the 5th year in the district.
- Mari asked if the EL instruction was in the classroom or if students are pulled out. Mrs. Fox and Mrs. Juliano explained that EL instruction is within the general education classroom. There is opportunity for small group instruction in the learning center as well—where they are often pulled with their non-EL peers.
- Purnima asked about incorporating mini PBL's where students had opportunities to practice public speaking.

- Purnima asked about the belonging part in DEIB-and how we get more mainstream with including all cultures—bringing events to the school. Ms. Gulati and Mrs. Fox shared what both schools are currently doing.
- Kylene asked how Mariposa helps all students understand student differences—
- Purnima suggested that we have something where we help with the pronunciations of names as well as where our names came from.
- Ms. Gulati reviewed the TL goals with the group
- Purnima asked how the math information for a student is transferred from MPA to TL—Mrs. Fox said we do have a transition document but it doesn't have specific math data—TL gives a math benchmark in the beginning of the year. There is data that is shared—spreadsheets with students of concern for example. Purnima expressed that it seems it would be helpful for the incoming school to be aware of the students who are coming in needing extra help.
- Irina shared that parent participation is important and could be invaluable in the language learning process. Ms. Gulati shared that the current TL students are very motivated to do well. Currently, peers are also helping the new EL learners.
- Purnima asked if TL has something like the Monarch council—Ms. Gulati shared TL has ASB (associated student body), so yes something similar.
- Purnima asked about one platform for all schools to help with one system for parents to go to—save on numerous emails, and perhaps this might help with parent engagement. Ms. Gulati agrees that it would be helpful to streamline the communication. Irina shared her ideas too.

ACTION ITEMS

1. Vote to approve the site plans for TL and MPA. Motion made and seconded and approved.

NEXT MEETING AGENDA

- Share Trimester 1 data
- Next meeting date: Thursday, December 21, 3:30-4:30pm

OCTOBER 19, 2023

ATTENDEES: Theresa Fox, Jeanne Panos, Mari Strahorn, Melissa Juliano, Irina Sini, Ada Lee, Kylene Shen, Marty De, Charu Gulati, Purnima Renjen
ABSENT: Marjan Saffari

AGENDA

New Business

1. Welcome & Introductions
2. Approve September minutes (Approved)
3. [School Plan for Student Achievement](#):
 - a. Vocabulary, purpose & timeline
 - b. Share SCSD 23-24 LCAP Goals
 - c. Review 22-23 Data
 - d. Share drafts of 23-24 Site Plan Goals

NOTES:

- Mrs. Fox went over the TL/MPA Site Council Data and SPSA Goals and Review.
- Reviewed the acronyms/definitions for new members
- Ada Lee shared that all 5th and 7th graders will take a Physical Education test in the spring. Only information that will be shared with the state is if the student participated or did not participate.
- LCAP overview was reviewed. New goals will be drafted this upcoming year.
- Review of EL: English Learner. Irina asked what interventions are put in place to help the ELL students to be proficient in English. Mrs. Fox explained what is done at Mariposa
- Mrs. Fox reviewed Next Steps and the goals such as increasing academic achievement and creating a systemic structure that fosters the 5 C's.
- Ms. Gulati reviewed the SPSA goals from 2022-2023. Goals were achieved and continual progress monitoring will help guide for next steps and to compare last year and this year's data.
- Reviewed SBAC results/TL-discussed what interventions are put in place to help students who need extra support-for example-Rtl support class (Response to Intervention). By 8th grade the goal and hope is that a student won't need an intensive support class but rather a co-taught class. ELA goal met, but Math goal not met.
- TL data for ELA shows the goal is partially met–improvement with students who have met or nearly met standards. Same for math
- DEIB goals-more work to be done in this area-data that is gathered doesn't give a lot of qualitative data.
- Ada and Charu went over proposed goals for 2023-2024.
- Mrs. Fox shared with the team due to time-that goals will be presented and then at the Nov. 16th meeting, they will ask for feedback so that they can bring these to the school board in December.

- Mrs. Fox reviewed data for Mariposa. Students come to Mariposa very prepared. She reviewed proposed new goals for 2023-2024.
- Team members have access to the slides reviewed—if members could review them before our November meeting, then the team can discuss and give feedback.
- Meeting ended at 4:45.

ACTION ITEMS

2.

NEXT MEETING AGENDA

- Share staff input on SPSA goals
- Approve SPSA for 23-24
- Next meeting date: Thursday, November 16, 3:30-4:30pm

SEPTEMBER 21, 2023

ATTENDEES: Theresa Fox, Marjan Saffari, Jeanne Panos, Mari Strahorn, Melissa Juliano, Irina Sini, Ada Lee, Kylene Shen, Marty De, Charu Gulati

ABSENT

Purnima Renjen

AGENDA

New Business

1. Welcome & Purpose of School Site Council over the 23-24 School Year ([slides here](#))
 - a. Joint School Site Council for Mariposa and TL
 - b. Approve and Follow [School Site Council By-Laws](#)
 - c. Approve the Emergency Response Plan (Big 5 Immediate Action Emergency Response for Schools) - October
 - d. Approve the Single Plan for Student Achievement (SPSA) - November
 - e. Data Analysis - Ongoing throughout the year
 - f. Serve as our ELAC Committee (if needed)
2. Approval
 - a. Chairperson and Secretary
 - b. TL and MPA joint SSC
3. Review
 - a. [TLM 23-24 Emergency Response Plan](#)
 - b. [SCSD LCAP Goals 2023-24](#)
 - c. Initial SBAC data for both sites

NOTES

- Approval of new Chairperson- Mari Strahorn and Secretary- Melissa Juliano

- Theresa Fox Reviewed the Emergency Response Plan-Mariposa and TL had their first drill last week. It went well. Charu Gulati shared the schedule of the drills. They choose to do them at different times. They don't set off any alarms or do a full lock down drill with students—but have staff prepared. Both schools also got walkie talkies so that every classroom has one. The principals have a communication plan with the Carmont principal as well as local police departments in both San Carlos and Belmont since we are right along the border of 2 cities. They also keep paper copies of emergency information and student schedules in case of power outage, wifi outage, etc..
- Mari asked about volunteers and their role on campus during an emergency.
- Theresa shared that each year, the local law enforcement and district maintenance staff walk around the MPA campus to see where they could make it more secure.
- Marti brought up the concern with students on their phones and calling home to get picked up—when in an emergency/shelter in place/lock down emergency. This could possibly create another problem/emergency.
- Marjan asked about students who were in bathrooms during an emergency-this would be the search and rescue team who would go find them—walkies talkies to be used during a shelter in place to alert staff.
- Mrs. Fox and Mrs. Gulati went over the SBAC data from across the SCSD for ELA and Math.
- Mrs. Fox shared the Mariposa School Goals for 2023-2024. She has been adding more community activities to foster belonging and community—such as Are you Smarter than a Fifth grader?, Stem night
- Mrs. Gulati shared the Tierra Linda School Goals for 2023-2024
- Meeting adjourned at 4:29.
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ACTION ITEMS

3. A motion was made and seconded to approve the Emergency Response Plan—Motion made by Marti(Chairperson), seconded by Melissa Juliano and approved with a majority vote.

NEXT MEETING AGENDA

- Additional Data-SBAC Results Discussion
- Review SPSA Goals & Approve SPSA for 23-24
- Next meeting date: Thursday, Oct. 19, 3:30-4:30pm

