

Garvey School District
Duff Language Magnet Academy

COMMUNITY SCHOOLS ADVISORY TEAM MEETING #2

Date: January 30, 2024 | Time: 3:00 p.m.

AGENDA

1. Welcome & Introduction
2. CS Implementation Plan
 - A. Strategy 1: Shared understanding and Commitment
 - B. Strategy 2: Collective Priorities: Setting Goals and Taking Action
 - C. Strategy 3: Collaborative Leadership
 - D. Strategy 4: Coherence: Policy and Initiative Alignment
 - E. Strategy 5: Staffing and Sustainability
 - F. Strategy 6: Strategic Community Partnerships
 - G. Strategy 7: Professional Learning
 - H. Strategy 8: Centering Community-based Curriculum and Pedagogy
 - I. Strategy 9: Progress Monitoring and Possibility Thinking
3. CS Budget

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Community Schools Advisory Team Meeting #2
Meeting Date: January 30, 2024 | Time: 2:00 PM | Location: Room 11

MINUTES

Members Present:

Names	Title/Position	Location
Valerie Sun	Principal	In-person
Wallace Wong	School Community Coordinator	In-person
Marci Asao	Intervention Teacher	In-person
Ava Zhou	4th Grade Teacher	Online
Jeanie Lin	3rd Grade Teacher	In-person
Mamie Aldama	Head Start Representative	In-person
Theodore Chou	1st Grade Parent - EL	In-person
Edie Ames	4th Grade Parent - SPED	Online
Cindy Au-Yeung	K & 3rd Grade Parent	Online
Beatriz Ortega	5th Grade Parent - Hispanic Population	Online
Shuzhen Cao	2nd Grade Parent - EL	Online
Valeria Gonzalez	3rd & 5th Grade Parent - Hispanic Population	Online
Yanci Mei	3rd Grade Parent - EL	Online
Meiling Wu	3rd Grade Parent - EL	Online
Yun Hao Li	2nd Grade Parent	Online
Yuxin Chen	2nd Grade Parent	Online
Junli Li	1st Grade Parent - EL	Online
Jingming Tan	K & 2nd Grade Parent - EL	Online
Yanyan Cai	1st & 3rd Grade Parent - EL	Online
Susan		Online

1. Welcome & Introduction

- a. Welcome and introduction of everyone present
- b. Dr. Sun reviewed the agenda for the meeting and started to explain the process for writing the implementation plan:
 - i. Survey responses from staff, parents, and students
 - ii. Focus group discussions with staff, parents, and students

2. CS Implementation Plan

- Strategy 1: Shared understanding and Commitment
- Strategy 2: Collective Priorities: Setting Goals and Taking Action
- Strategy 3: Collaborative Leadership
- Strategy 4: Coherence: Policy and Initiative Alignment
- Strategy 5: Staffing and Sustainability
- Strategy 6: Strategic Community Partnerships
- Strategy 7: Professional Learning

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Strategy 8: Centering Community-based Curriculum and Pedagogy
 Strategy 9: Progress Monitoring and Possibility Thinking

Strategy	Discussion & Comments
1	• Racially-just, relationship-centered spaces ◦ Promote racial justice and relationship-centered spaces. Dr. Sun explained that as a school we will focus on the Social Justice Standards. ◦ Events that highlight our Hispanic population. We'll highlight our underrepresented populations. We plan to have a Cinco de Mayo event. Valeria volunteered to help plan. • Shared Power ◦ Room parents. Dr. Sun explained that this is a new pilot this month to have more parents involved with PTO as classroom leads. Many of the parents in the meeting are interested in becoming a Room Parent. Theodore suggested that we recruit more people so it's not the same people at all the meetings. ◦ CS Advisory Team. Dr. Sun explained that a set team will get together to meet regularly about where/how the grant initiatives are working • Classroom-Community Connections ◦ STEAM in the classroom with service-centered projects. Parents expressed interest in having the STEAM components in the classroom. ◦ UCLA Athletics events with the whole school. Dr. Sun shared the idea that interested families can all go together in a bus. Theodore said it might not make financial sense. \$600 for a bus to fit 56 people. Each family paying for parking is only about \$300. Edie shared rideshare or other community modes of transportation. • Focus on Continuous Improvement ◦ Systematic feedback loop with students, staff, parents, and community partners. Dr. Sun shared that we'll continuously have conversations to make improvements. ◦ Regular assessment and reflection to identify needs. We'll check and reflect to see that the set out needs can be met.
2	• Expanded & Extended Learning Opportunities ◦ Improve access to quality extended-time learning opportunities for historically underserved students. Many parents brought up the opinion that Woodcraft Rangers does not provide enough homework supervision and assistance. They would like tutoring after school. • Positive and Restorative School Climate ◦ Improve/Cultivate a positive and restorative school climate that provides whole-child supports for all students with diverse backgrounds and needs

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	- Community-based Curriculum & Pedagogy - Improve the use of community-based curriculum and pedagogy in all classrooms for all students
3	- Schoolsite Council - Will continue to be the decision makers - MTSS Team - The current team will meet more regularly - Parent Teacher Organization - Dr. Sun mentioned that there will be a parent-active component for input into the CS grant as a branch of PTO. This way, it won't be another parent group that has the same parent participants. - Student Council - Theodore asked about including students in the CS Advisory meeting instead of a Student Council specific meeting for CS input. Dr. Sun said she will ask students about attending the CS Advisory meeting, to see if there is interest
4	- Connect the Community School (CS) goals with the SPSA/LCAP goals. - Engage the Schoolsite Council (SSC) in the development, implementation and monitoring of the CS plan. - Ensure easy access to the CS plan, SPSA, and LCAP for all interest holders - Dr. Sun shared that all information can be found on the school website and will continue to keep it updated
5	- Principal - Dr. Sun will be staying - School level Community School Coordinator - Dr. Sun shared that this will be a new position that will be shared with 2 other schools, if multiple schools in the district receive the grant - District Community School Administrator - Dr. Sun shared that this will only be available if there are multiple schools in the district. However, it will be combined into the job of a current administrator instead of a new position. - Full-time Counselor - in the case our counselor is removed - Intervention Teacher - in the case our intervention teacher is removed. Dr. Sun mentioned adding a Chinese intervention teacher for part time work - Shared Leadership Teams - MTSS (extra hourly for staff) - ILT (extra hourly for staff) - PTO - parents will continue to contribute to our conversations
6	Woodcraft Rangers - Dr. Sun WR will continue to be the biggest partner providing after school care. Still need to discuss with program managers to see how programs can work together with the parent interest programs

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	• Child Development Department - Mamie shared a host of training and information that is provided to Head Start families. Parents were interested in the ESL classes for adults hosted on a different campus through the City of Rosemead. • Herald Christian Health Center • Catalyst San Gabriel Valley - Dr. Sun shared the projects that are in design mode at the moment • Foothills Family • Familias Unidas • Asian Pacific Family Center • Chinatown Service Center • Higher Education Institutions (UCLA, USC, etc.) - Dr. Sun mentioned the connection with CSULA and a student teacher currently on campus.
7	• Professional learning for all staff regarding CS needs ◦ Role specific supports will be provided • Information and training for parents to understand the CS needs ◦ Role specific supports will be provided
8	• Teachers involved with Professional Learning • Instructional support staff with community-based learning • Having a booth at community events to talk about our school - be in touch with board members to ask for their participation ◦ Theodore mentioned the Lunar New Year festival and booths that were available • Things to look into for community events to participate in to know the community needs and see what other people are doing ◦ Cindy, Valeria, and Beatriz mentioned this would be important
9	• SPSA Product Data - will be reviewed annually • SPSA Process & Perception Data - will be reviewed annually • CS Assets & Needs - Mid-Year and Yearly Review - Dr. Sun will conduct this throughout the year to ensure that ideas are aligned. ◦ Surveys ◦ Focus Groups

2. CS Budget

Discussion & Comments
Dr. Sun provided the budget and asked for input from the teachers. She explained that even though it says \$250,000 for the first 4 years, we will have less due to the 10% kept by the district. • Beatriz agreed that having child care and refreshments at the meeting would be nice attraction • Ms. Lin asked about monies allocated to after school intervention, tutoring, and other fun programs that were requested by parents. • Field trip costs were discussed as were ideas for places to go • As a team, we worked on the budget sheet together, going by line items with advisory team input.

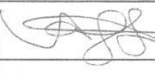
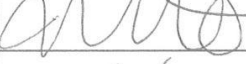
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Sign-in Sheet

Duff Language Magnet Academy
01/30/2024 (3:00 - 4:00 pm)
CS Advisory Meeting #2

	Staff / Parent's Full name	Title / Student's Full name	Signature
1	Valerie Sun	Principal	
2	Wallace Wong	School Community Coordinator	
3	Jeanie Lin	Teacher	
4	marci Asao	Teacher	
5	Mamie Aldama	Head Start Staff	
6	Theodore Chou	Ava Chou	
7	Cindy Au-Yeung	Langston Luong	
8	Edie Ames	Angel Ames	
9	Shuzhen Cao	Caden Su	
10	Ava Zhou	Teacher	
11	Mei Y		
12	Wendy Yu	3rd	
13	Meiling Wu		
14	Yuxin Chen	Lucas Wu	
15	Bella		
16	Beatriz Ortega		
17	Yanyan		
18	Ju		
19	Yipping Liu	Anna Zhao	
20	Guelyn Cheng		
	Yunhao Li	Justin Liang	