

**Riverdale Grade School**  
**Site Council Meeting Minutes**  
**April 28, 2021**  
**7:30am**  
**Google Meet**

In attendance: Jennifer McDonald, Heidi Hutchinson, Brian Black, Megan Lenard, Elizabeth Gibson, Jenny Ko, Carla Bunting, Rishel Kerr, April Romine, Becky Morland, Aaron Chang, Staci Swartz, Jenny Cho

**Welcome**

7:30 am

**Agenda**

- Approve minutes
- Role of site council
- One positive and one negative related to full day of school
- Questions from Carla
- Updates of PD and professional growth
- Assigning roles

**Review of minutes from March**

Jen moves to approve, Heidi seconds, minutes approved

**Last Meeting of the year is May 26**

Schedule - last Wednesday of every month

**One positive and one negative**

Seeing kids back on campus and back in the building

Everyone participated in general saying things are so much better with kids back at school, could improve on space between students as well as parking lot.

**Updates**

Professional development - been getting ready for state testing that looks a little different. Did some equity training. Grants: one grant from Marimba Mike PTC, for new marimbas for that program.

Carla - Suggestion of putting the site council into the RGS eblast to inform community about all of these things. Want staff to get the info in here

**Assign Roles and responsibilities**

Chair and Agendas: Aaron Chang

Notetaker/Calendar sender: Elizabeth Gibson

PD Lead: Jennifer McDonald

Curriculum Lead: Becky Morland and Carla Bunting

Treasurer: Jenny Ko

Communication: Jen. Next year, review PTC grants and approve or not approve

Objectives for Site Council:

- To place overall interests of the students first
- To help stakeholders share responsibility for student success
- To enhance parent and community involvement
- To provide a forum for discussions on school success
- To promote positive attitudes toward public education

Responsibilities:

- Development of plans to improve professional growth
- Dispensing of PD Funds from each building
- Improvement of the school's instructional program
- Administration of grants for PD
- The development of annual School Improvement Plan

Questions from Carla from email after previous meeting

- What are the Site Council roles?
- What is the current school improvement plan and where do I locate a copy? Will send
- What is the Site Council budget? Curriculum, PD, Grant, so specific Site Council Budget
- Who reviews the budget outside of the council? Managed by Jen and District
- Who is responsible for applying for grants and monitoring grants? Teachers apply, Council could apply, we monitor grants
- What are credible resources for finding cutting edge professional development? Will add resources to website, could be in eblast
- How can we use data to drive our decision-making process? Will look at data
- Do we have any nominations or recommendations for business leaders, students and members of the community at large to join the Site Council? 8th grade student on leadership next year. Community member special invites after solidifying Site Council next year
- Where on the Riverdale campus can Site Council have a designated location for professional development opportunity documents/forms and other Site Council information? (office, staff room, copy room?) Everything is digital. Different book

studies, next year, stack of books, could print out minutes of site council to look at minutes in office/staff room

- How can we share professional development in a meaningful way with the entire community including teachers, classified staff, caregivers, and students? Leadership team sharing those opportunities
- What current forums can we share professional development findings so we are compliant with Administrative Rule and effectively communicating with our entire community? (District newsletter, Grade school newsletter, PTC newsletter, school website? Eblast
- Can we combine with any existing committees with similar goals to be more efficient with our time? Have to be separate for now

Site Council needs to reflect community and shouldn't be too big due to time constraints

### **Agenda for next time**

Review what data we have and what we want to communicate to the community over the summer and where were at with the summer program

When should we start thinking about curriculum, such as ELA, for next year and will be determined by budget. MESD will send us curriculum to align with standards that we can choose from. We develop a team for that adoption.

Adjourned at 8:30

**Next meeting is May 26 at 7:30 a.m.**