

**Laurelwood Elementary School  
School Site Council Meeting  
November 17, 2015**

The meeting was called to order at 6:07 pm by Sabrina Rumford.

**Members in Attendance:** Sabrina Rumford (Co-Chair), Kelly Neary (Co-Chair), Bonnie Lieberman (Secretary), Linda Gentry (Parliamentarian), Dr. Lori Rogers (Principal), Amanda Laughlin, Robyn Alves, Kristin Dentone and J'Aleta Nisby.

**Members Absent:** Kristen Moriarty

**Review of Agenda:** Ms. Rumford reviewed the agenda for the meeting.

**Approval of Minutes:** The October 13, 2015 meeting minutes were presented for approval. There being no comments or corrections to the minutes, the October 13, 2015 meeting minutes were approved as presented.

**District News:** Dr. Rogers announced that all schools in the District would be rewriting their safety plans in February. The school would be holding fire drills monthly and tomorrow is the lockdown drill where students and staff will shelter in place. The students are being told it is a bad guy drill. The whole staff was trained at the last staff meeting when Officer Eric came to train staff. There will be squad of police officers at school to walk through the school to check rooms and the barricades inside the rooms. Each teacher is responsible for their two doors, closing their blinds and turning off the lights. The school held an earthquake drill earlier this year working off the old safety plan but the plan will be updated and improved in February.

**Site News:** Dr. Rogers discussed the Kindergarten class size situation. There are currently three of five Kindergarten classes with 30 students. Dr. Rogers is on the District Class Size Reduction Committee and there is another meeting tomorrow. The bullet points from the meeting held with Kindergarten parents and teachers were sent to the district informing them of what the school proposes as potential fixes for the overcrowding problem. The school needs office support and Kindergarten support and we are asking the District for some help. Mr. Fuller is working with Student Council as well as with Kristi Chang and Tracy Fear on the campus clean up project. The Green Team is also working on the project. Representatives from Positive Behavior Intervention and Support are building a plan and will present it to staff. With regard to ELAC recruitment, Dr. Rogers said she is actively recruiting and approached four more parents who were reluctant to participate. She does hope to have an ELAC formed before the end of the year. Ms. Gentry asked if staff could help to identify families who may be interested in participating in ELAC and Dr. Rogers said the four families she spoke to were referred by staff members. Ms. Lieberman presented a flyer she had prepared to advertise ELAC recruitment to the general school population. The Council

believed the flyer would be helpful and Dr. Rogers said it would be distributed in the next Thursday envelope.

**Communication Best Practices:** Ms. Rumford opened a dialogue with the Council regarding best practices for communication between teachers and parents and the school administration and parents. Ms. Rumford believes that much of what has happened with Kindergarten parents as it relates to class size directly results from a void of communications with the school. It is difficult to find out what is happening due to it being difficult to find the information. Ms. Rumford believes the Council should attempt to rectify this problem as lack of communication impacts parental involvement. Perhaps there could be best practice communication protocols for parents, teachers and staff. Ms. Rumford said that a subcommittee would need to be formed to help prepare the protocols. Dr. Rogers announced that a communication audit would be performed on campus and the results would help the school help parents. The school administration is aware there are gaps in communications at every level. Ms. Lieberman suggested we distribute a SurveyMonkey questionnaire to parents to get their feedback on communication and then the data collected can drive the subcommittee. Ms. Laughlin volunteered to distribute the SurveyMonkey poll.

**Laurelwood CAASPP Results:** Dr. Rogers said the school has not received a specific breakdown of scores for the school, but Mr. Fuller provided the information we do have. If parents would like a deeper knowledge of the scores and the reports, they should attend a training night. The reports aren't very sophisticated so most parents have not needed the training. As a school, the focus is that there are multiple measures and CAASPP is one slice of that pie. If we pay attention to how the students are being assessed on the state measure, and we adjust our instruction accordingly, we should be OK. Public access of scores can be found at [www.caaspp.cde.ca.gov](http://www.caaspp.cde.ca.gov) where you can drill down to specific school sites. SchoolCity allows teachers to pull data for their own class and grade. If you would like a report for your class or grade, ask your child's teacher. We are outperforming most state averages as a District but are keeping up with the county scores.

**K-2 Primary Math Program:** Ms. Rumford discussed the report provided by Ms. Moriarty, who was unable to attend tonight's Council meeting. Aha Math is no longer available because the staff elected not to purchase it. There is currently no online K-2 enrichment program that can be utilized at home. Staff is currently searching for one, however, there is a process to get the program you wish to purchase approved by the District. Currently, we can only choose from the programs on the District approved list and we are working to add other software to the list.

**Public Input and Comments:** There were no comments from anyone in attendance.

**Announcements:** Council District Training will be led by Dr. Rogers immediately upon adjournment of the Council meeting this evening. It will be held from 7:00 pm to 7:30 pm in the Library.

The next School Board meeting will be held on Thursday, December 10th at 7:00 pm at the SCUSD District Office, located at 1889 Lawrence Road.

**Next Scheduled Meeting:** The next scheduled Council meeting will be held on Tuesday, December 8th at 6:00 pm in the Library. At this time, Ms. Gentry mentioned that the PTA meeting and holiday party is currently scheduled for December 8th at 7:00 pm and it may be easier to hold the next Council meeting on a different date. Ms. Laughlin suggested the Council meeting be moved up one week to Tuesday, December 1st at 6:00 pm. Dr. Rogers indicated she would be able to attend the meeting should it be moved to December 1st. The Council elected to change the date of the meeting to December 1st. Therefore, the next scheduled Council meeting will be held on Tuesday, December 1st at 6:00 pm in the Library.

**Adjournment:** The meeting was adjourned at 7:19 pm.

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Bonnie Lieberman, Secretary