



SANTA ROSA
FRENCH-AMERICAN
CHARTER SCHOOL

1350 Sonoma Ave
Santa Rosa, CA 95405

SCHOOL ADVISORY BOARD Meeting Minutes

Meeting Date: March 10, 2015

Meeting Location: SRFACS Library

Recorded By: Jennifer Jimenez

ATTENDANCE

Pascal Stricher

Cindy Beurtheret

Kathleen Larsen

Sarah L'Hoste

Sheila Moore

Jason Davis

Nas Salamati

Jennifer Jimenez

R. Miller

MEETING START

Meeting Schedule Start: 5:00 p.m.

Meeting Scribe: Jennifer Jimenez

Meeting Actual Start: 5:05 p.m.

Meeting Timekeeper: C. Beurtheret

APPROVAL OF MINUTES

There was some discussion about public posting of the minutes and SAB protocol for reporting minutes. P. Stricher shared that he would like to change how public comment is officially reported in the minutes. P. Stricher made a motion to limit the reporting of the public

comment to the subject title and the speaker. There was also a reminder about previously agreed upon SAB rules that SAB members will not respond to public comment during the meeting. C. Beurtheret seconded. Unanimous approval. J. Jimenez moved to approve the minutes and S. Moore seconded. Unanimous approval.

APPROVAL OF AGENDA

There was some discussion about the different agenda drafts that were circulated and the challenge of the server being down in the days leading up to the meeting. C. Beurtheret shared that a formal discussion and vote should take place for any formal agenda format change. It was agreed that the proposed changes for a more detailed SAB agenda format be included as an action item for the April meeting. S. L'Hoste moved to approve and K. Larsen seconded. Unanimous approval.

PUBLIC COMMENT

B. Benefield: Informal minutes reporting in online forum-in favor

G. Peyret and S. Bernard: Informal minutes reporting in online forum-concern. Positive support for 3rd grade student behavior

Z. Stricher: Informal minutes reporting in online forum-concern

Gospe: Follow up comment regarding student behavior and informal minutes reporting in online forum-concern about balance between speaking up and impact on teachers

K. Balthazar: Ways to make public comment

A.Faivre: Lost and Found items returned to students during class time

T. Meisler: Outside organization presentations: Status of Classroom technology

R. Johnstone: Classroom Technology Survey to continue to upgrade and update classrooms

J. Davis: Informal minutes reporting in online forum-in favor. Acknowledged changes to Future approach to how specific classes are identified

Principal's Report

P. Stricher shared that the district is working on a facilities improvement master plan that will include updating and addressing school site technology needs. The school is still also in need of upgraded wifi but the district is working on moving forward in all of these areas.

Job offers were made to four new French teachers for the 2015-2016 school year which is earlier than last year and helpful in hiring more qualified candidates. All applicants were considered very qualified

Middle School Update

The school board will be presented with a SRFACS middle school proposal on April 8th. The school is waiting to hear about whether or not two more classrooms will be available on site next year. It is planned to hire two more French teachers and two Language Arts teachers. The posting for English Language Arts positions will be out this month in order to conduct interviews sooner compared to last year.

Smarter Balanced/CAASPP Testing Update

Teachers are working with students on practice testing in both the lab and on paper. Testing will begin the week after spring break, the last week of March, and will finish the second week of May. The school will start testing with the seventh grade class. Next year there will be a new diagnostic test called Let's Go Learn which will assess reading fluency and comprehension as well as grade level math proficiency. This assessment is currently being piloted at other school sites in the district. Next year's plan is to assess students several times a year using Let's Go Learn.

DELFL Prim: French as a Second Language Proficiency Testing

Three teachers were certified to be test administrators of the DELFL Prim which assesses five levels of proficiency: Listening, Speaking, Reading, and Writing. The test reports different levels of fluency. There is a cost associated with the test as well, but the amount has yet to be clarified. Testing also must take place at the same time as other schools nationwide.

Charter Review Update

P. Stricher explained that the school is required by the state to have a charter review every three years as a part of the petition process to continue as a charter school. He will send the draft charter review to SAB members before it goes to the school board. It will be available to the school community for review as well. He proposed that the question of when to add a third language be added to a future SAB agenda, but that this

item will not be specifically addressed or changed in the current charter review. R. Cooper clarified that the purpose of the current charter review is to extend the school's charter into the next five years, but that the original charter programmatic content has not changed. The process for developing the curricular areas of the charter is ongoing and will involve curriculum specialists from the district.

ACTION ITEMS

Progress Toward Goals as Outlined in the Charter: Parent Annual Survey

J. Jimenez moved that SAB members should look at the survey and make note of suggested revisions to decide upon the final version, timeline for getting it out to parents, and review of the data. R. Johnstone suggested including surveys of students, staff, and faculty as part of the data review process. A suggestion was made to inquire with the district about possible templates for additional surveys, including using the LCAP survey model. C. Beurtheret asked if a staff member can take this on. There was some discussion about how and when to review the data from annual surveys as well as the process for deciding upon areas for action relating to the survey. J. Davis seconded. Unanimous approval.

School Discipline Procedures

C. Beurtheret shared that the teachers would like more reinforcement of three school rules: Be Safe, Be Respectful, and Be Responsible through public banners and in the classroom. She shared the school's current behavior referral form and asked that the form be changed to be more effectively used. She shared an example from another school that might be better used as an education tool. The office confirmed that these types of forms can be made in triplicate as well to make it easier for teachers to use and follow up on. Teachers are also working on a teacher binder for new teachers to be informed of school rules, student expectations, etc. P. Stricher shared that the BEST program is a district program and there is a newer version being piloted. J. Jimenez stated that certain elements of BEST can be implemented as needed by the staff without having to implement all of it. It was also suggested that the idea of a parent/student school contract that includes rules and expectations be pulled out of the handbook in order to emphasize it more and be distributed as a possible first homework assignment of the year for all classes. R. Cooper shared that the teachers have been

diligently working on establishing school wide discipline and positive reinforcement programs that include procedures, assemblies, class contracts, etc. C. Beurtheret moved to add five more minutes to discussion. R. Cooper shared that sometimes it is difficult to assign referrals during the transition times between classes. J. Jimenez moved that SAB support the teachers in their efforts to establish a school wide discipline program and positive reinforcement of community expectations and to set the goal for holding at least one event by the end of the current school year to promote this approach such as a citizenship assembly or other idea proposed by the teachers. S. Moore seconded. Unanimous approval.

Parents' Role at School

S. L'Hoste shared that teachers would like parents to refrain from being on campus in hallways, or in between the wings after drop off and before pick up because it can be a distraction to the students. It is important too that parents who pick up students early do so through the office. In addition, it was noted that some parents are still using the staff gate to enter and exit the campus. Teachers would also like parents to be reminded about what their role is as chaperones on field trips. P. Stricher shared that communication about these expectations might be improved at Back to School Night. Teachers need parents also to follow through on signing homework cahiers. There was some discussion about how to communicate these expectations to parents and how to utilize schoolwide signs and events to promote compliance. C. Beurtheret moved to send a reminder to parents in the principal's newsletter to review the handbook, to sign in and out through the office when coming on campus, and pick up/drop off procedures and include a copy of handbook online. Some concerns were expressed about other entrances and whether or not they are locked. J. Jimenez seconded. Unanimous approval.

SAB Decisions and Actions

N. Salamati proposed creating a SAB Decisions/Agreements Document as a means of recording actions taken by SAB. J. Jimenez shared a draft of a decisions document and there was some discussion about how such a document might be used and maintained. P. Stricher moved to approve the creation of a SAB Decisions/Agreement Document and add it as an action item for the April meeting and C. Beurtheret added a motion to

include further discussion on how to manage this document in the April meeting. P. Stricher seconded. Unanimous approval.

Bullying: School Policies and Reporting

N. Salamati shared research that he undertook on the district and state policies regarding bullying policies. He proposed that a subcommittee of SAB take on the creation of a site based document regarding bullying. P. Stricher shared that the staff and district need to be involved in the approval process for such a document and that other schools in the district who have such a document may be able to provide a template to work with. There was some discussion about how to educate parents through a site based seminar as well. There was a suggestion to include buddy programs in the school wide discipline program. Concern was expressed about how much action has been taken so far around potential instances of bullying and a desire for the district to take more action in providing the site more supervision for the playground. P. Stricher shared that the school has revised its suspension policy to address this issue. A suggestion was made to increase communication to parents about the actions taken by the school and efforts to solicit more support from the school. P. Stricher shared that it is problematic to have parents take on the role of playground supervision without training in conflict resolution. N. Salamati made a motion to create a committee to work on a bullying information document to present to SAB in the April meeting. This will be announced. S. L'Hoste seconded. Unanimous approval.

Additional Comments

B. McNaulty proposed that there be more collaboration and between the Foundation and SAB in order to work together better to support the school.

Meeting End

Meeting scheduled end: 7 PM

Meeting actual end: 8 PM

Next Meeting

Next Meeting Location: SRFACS library

Next Meeting Date: Tuesday, April 7

Next Meeting Time: 5 PM

