



## **SCHOOL ADVISORY BOARD Meeting Minutes**

Meeting Date: October 14, 2013

Meeting Location: SRFACS Library

Recorded By: Jennifer Jimenez

### **ATTENDANCE**

Pascal Stricher

Jennifer Jimenez

Brian Benefield

Jennifer Schwinn

Gwenaelle Peyret

Cindy Beurtheret

Kathleen Helleskov

Sheila Moore

Jason Davis

### **MEETING START**

Meeting Schedule Start: 5:00 p.m.

Meeting Actual Start: 5:10 p.m.

Meeting Scribe: Jennifer Jimenez

### **APPROVAL OF MINUTES**

G. Peyret pointed out that there are challenges for some teachers to return to teach in the United States after one year back in France on the current teacher visa (J1) and asked that this be noted in the minutes. K. Helleskov made a motion to approve the minutes. G. Peyret seconded. Unanimous approval

### **APPROVAL OF AGENDA**

B. Benefield made a motion to approve and K. Helleskov seconded. Unanimous approval. Two items were tabled for the next agenda: group photo of 2012-2013 SAB and the report on the school year budget from P. Stricher



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There was a discussion about establishing time limits for agenda items and establishing a timekeeper role for a SAB member. B. Benefield asked if J. Jimenez could allot a time limit for each agenda item on the upcoming agendas. J. Jimenez agreed. C. Beurtheret volunteered to be a meeting timekeeper.

There was also discussion of aligning committee work more this year between SAB and the Foundation etc. through a monthly Foundation report to SAB. P. Stricher suggested having a member of the Foundation possibly be elected to SAB in future years. This would avoid overlapping actions and discussion around common issues.

### **PUBLIC COMMENT**

J. Schwinn commented on the tremendous growth of SRFACS since last year and how impressed she was as a parent attending Back to School Night.

### **PRINCIPAL'S REPORT**

P. Stricher acknowledged Sheila Moore, who was elected to SAB to represent the classified staff. She is involved in yard duty and in charge of instructional materials at SRFACS. P. Stricher introduced Jason Davis, the newly elected second parent representative. SAB members introduced themselves.

Two weeks ago the Schools Superintendent met with SRFACS teachers. Teachers had an opportunity to communicate with him about some of the challenges that they are facing. A Human Resources representative also came and clarified that second year teachers do not have to participate in BTSA (Beginning Teacher Support and Assessment). Teachers received this news positively seeing as it was a burden for many of the already highly qualified teachers. R. Kristoff, school board member, also came to visit and met with the faculty and voiced his support for the school. He expressed a desire to help the faculty with the expectations regarding CBEST, BTSA, and CLAD for teachers who are here on the three year J1 visa. P. Stricher stated that this is also a consideration to address in the accreditation process with the French Education Ministry. Some possibilities to pursue once accreditation is achieved would be an MOU with French Ministry to address these issues, establish the ability for French national teachers to contribute to their pensions, etc.

Three weeks ago there was a visit from M. Mason to give a workshop to French teachers about their own assimilation into a new culture and workplace. P. Stricher said this workshop was well received by the teachers.

The first parent representative meeting also took place the first week of October. P. Stricher also expressed a desire to have Second Cup of Coffee meetings open to all parents.

G. Greengood will meet with faculty Wednesday, October 16 to assist in the building of gardening projects, such as planter boxes. He received a sizable grant to pay high school



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students to build the planter boxes, with free compost. All SRFACS classes will have involvement. P. Stricher expressed an interest in developing certain areas of the campus for gardening. The Garden and Green committees will also be involved in the planning. 6th graders are also going to visit Sonoma Academy for a collaborative French project November 8. A parent also helped the school to get 30 newer computers for the school to put into the classrooms. Monitors are still needed.

This Thursday, October 17: Great Shakeout earthquake drill at 10:17

K. Helleskov asked if there are district regulations for earthquake drills and if the teachers are aware of them. P. Stricher responded yes and clarified changes in some practices. P. Stricher said students who are at recess during a drill have to line up. J. Schwinn shared drill practices at her school and the need for spontaneous decision making in the event of unexpected obstacles. She pointed out that conversations with children about contingency plans are important. There was discussion about the need to train students about what to do during drills. J. Jimenez shared concerns about student safety during last year's lock down drill in the cafeteria because of exposure to the street, unlocked doors, and large windows.

Tomorrow 7th graders will be attending "Nightmare on Puberty Street"

Report Cards will also be worked on Nov. 1-Nov. 15 and handed out Nov. 20th.

Halloween: There will be a parade, pumpkin carving, 6th and 7th graders will lead games, and a haunted house at the end of the day at 2 PM.

## **ACTION ITEMS**

### **Mascot Logo Selection Process**

P. Stricher shared that the Mascot logo selection process was presented to the teachers. K. Helleskov asked if the art teacher is interested. Ms. Cooper and Mr. Johnstone expressed interest in involvement. G. Peyret shared that a jury of students will be involved in the selection process with possible parent representative involvement. B. Benefield expressed that there may be a need for a more formal process. P. Stricher said he could organize a meeting soon with 5-7th grade teachers along with Ms. Cooper and Mr. Johnstone, as well as a Marketing Committee representative to establish a process. C. Beurtheret said this could then help guide the students and suggested establishing a deadline in January. P. Stricher and J. Schwinn stated that December is a good time to focus on such an activity. K. Helleskov questioned if a student should be the final artist vs. a more professional experienced adult. Several members stated that students can more actively participate if they are clear about expectations and outcomes. J. Schwinn suggested that SAB give the final approval but have student art be considered in the design process. This will be a continued action item for the next meeting.



### **Tracking of Volunteer Hours**

B. Benefield stated that other schools have a variety of approaches, but the school needs to do it. P. Stricher stated that volunteering is not required. G. Peyret has a volunteer that tracks her hours through the volunteer center. Various methods were suggested to track hours. kK helleskov asked about monitoring. j. Schwinn suggested that parents should be informed the charter states that 20 hours a week is expected and asked if they can't volunteer, to contribute monetarily. j. davis suggested that reminders could be sent out. p. stricher stated that it would be useful to get some models from other schools. k. helleskov recommended contacting the two other local dependent charters to see what they do.

J. Jimenez suggested identifying a specific target/use for funds raised in lieu of volunteer hours. Beurtheret and G. Peyret stated that more copy paper and toner are a huge need and B. Benefield suggested that parents could be asked for copy paper donations. P. Stricher expressed that the Foundation should be responsible for all fundraising. J. Davis asked if there has already been a paper shortage, but P. Stricher shared that it was not a shortage but rather a delayed delivery..

J. Schwinn looked up Volunteer Spot which is an online site for monitoring volunteer hours. B. Benefield expressed support for SAB's role in overseeing this process but that it would be reasonable to collaborate with the Foundation.

P. Stricher asked about the need for increased fingerprinting and TB tests if volunteer numbers increase significantly. J. Schwinn stated that the TB may need to be looked at more closely but as long as volunteers are supervised by staff fingerprinting is unnecessary. Future action items: B. Benefield will investigate other charter schools' monitoring of volunteer hours. P. Stricher will also send out the district policies to SAB members. J. Schwinn shared that Wednesday is the half cost day for volunteers to be fingerprinted at SCOE. P. Stricher said it is free in this district for a limited number of volunteers. P. Stricher has also contacted local volunteer agencies for support for English Language Learners.

### **Potential Formation of a Curriculum Committee 2013-2014 School Year**

This is an agenda action item that is being revisited from last year. B. Benefield shared the Charter School for the Arts has such a committee. C. Beurtheret shared that all teachers are working on collaborative planning through their monthly cycle of faculty and team meetings. G. Peyret confirmed that there is already existing curriculum collaboration that takes place between the teachers and asked what the purpose of such a committee would be. B. Benefield shared that last year parents expressed concerns that might have changed this year. J. Davis expressed support for teacher collaboration time. C. Beurtheret asked what the parents concerns were. G. Peyret said that parents seem to have more confidence in staff and



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communication this year. C. Betheuret shared that many teachers communicated with parents about Common Core Standards as they align with the French Standards at Back to School night and will continue to communicate with parents around this alignment.

P. Stricher stated that accreditation through the French Education Ministry will also address the issue of curriculum alignment. P. Stricher expressed a desire for more interdisciplinary work between the English teachers and French teachers. K. Helleskov shared that the Arts charter has unique needs around arts for a curriculum committee.

J. Jimenez shared that her impression last year was that the desire for a curriculum committee came from concerns from parents around implementation of certain aspects of the curriculum such as rigor and complexity in English Language Arts, access to STEM field academics, middle school curriculum, and the addition of other languages such as Mandarin and Spanish. Parents in a charter school also have higher expectations of involvement. G. Peyret shared that students might not be ready for another language given where most of them are in acquiring French. J. Jimenez and J. Schwinn shared that second language research does support that it takes 4-7 years for academic proficiency in a second language. P. Stricher stated that after school clubs are an option, but a school day class should be daily to successfully acquire language. There was discussion about the fact that adding another language to the curriculum at this time might take away from other curriculum priorities.

J. Schwinn shared that a monthly forum for parents' curriculum questions could take place.

J. Jimenez suggested connecting with the Foundation's current grant writer to work with this forum to pursue grant money to support curriculum development in these areas.

J. Davis suggested that parent reps could play a role. P. Stricher shared that he can also share the decision making process around curriculum with parents, but that parents should contact him first with concerns and questions. B. Benefield supported this. B. Benefield also shared that we can add a correspondence item to future agendas to discuss communication from parents. J Schwinn asked if we could act as SAB on the question of when to add additional languages under our responsibility for oversight of progress toward goals as outlined in the Charter.

C. Betheuret shared that since it is a transition year with the standards and state testing there is a tremendous amount of curriculum development going on. J. Schwinn asked if money could be used for release time for teachers, but a concern was expressed that teachers are already out of the classroom often for District training. B. Benefield stated that it looks like there is a need for more communication with parents around curriculum as well as a strategic planning committee that addresses long term implementation of the Charter. P. Stricher shared that the work of transitioning to Common Core is already extensive work for teachers. J. Schwinn expressed concern about science minutes in the lower grades. C. Beurtheret shared that the school has temporary use of \$7000 in science kits.

J. Schwinn explained that SCOE has a media contract at a cost of \$3/year for students to sign out curriculum resources such as classics, non fiction, science materials, technology



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resources etc. and asked if the school plans to engage in such a contract. G. Peyret asked if there is access year round to all materials and if there are deadlines. P. Stricher shared that he has heard feedback that the English Language Arts resources are better than other subjects. P. Stricher expressed support for the media contract. J. Jimenez asked what needs to happen to pursue the media contract. P. Stricher stated that interdisciplinary approaches can also address areas that may need more instructional time such as science and PE.

J. Davis suggested creating a sub committee of SAB to have a curriculum focus and several SAB members expressed interest in participating. C. Beurtheret asked if this decision could be addressed again in the next meeting. P. Stricher will still consider a forum to address parent concerns and questions.

### **Funds for Field trips**

Bus costs are high. Foundation has agreed to allocate money to pay for field trips at a ratio of 1/3: covered by Foundation and 2/3: classroom based parent donations. J. Jimenez asked if the Foundation could be asked to look at fundraising for field trips or school needs, but fundraising that is more community based, such as a walk-a-thon, and not just asking parents for more money.

### **Marquee in Front of School**

P. Stricher shared that a new marquee is \$3000 dollars. B. Benefield asked if there are maintenance funds to pay for repair. P. Stricher shared that it is an important marketing tool for the school. C. Beurtheret asked if an electronic marquee costs more. J. Schwinn asked if the District could be approached for the repair by the next meeting. J. Davis asked if it is still usable at all or if just the brown paper could be removed and the Brook Hill Satellite sign taken down. The custodial staff has previously communicated that the marquee is not usable. P. Stricher shared that he will contact the District, but schools often have to wait for facilities repair like this.

### **ADDITIONAL COMMENTS**

J. Schwinn asked if meeting dates could change to third Monday of each month due to a work conflict. SAB members agreed to this possibility. The next meeting is already scheduled for the third Monday in November because of the Veteran's Day holiday.

### **MEETING END**

Meeting Schedule End: 8:00 p.m.

Meeting Actual End: 8:03p.m.

### **Next meeting**



SANTA ROSA  
FRENCH-AMERICAN  
CHARTER SCHOOL

1350 Sonoma Ave  
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Next Meeting Location: SRFACS Library

Next Meeting Date: November 18, 2013

Next Meeting Time: 5 PM