



SCHOOL ADVISORY BOARD MEETING MINUTES

Meeting Date: December 12, 2012

Meeting Location: SRFACS Library

Recorded By: Emmanuelle Benefield

1 ATTENDANCE

Brian Benefield
Emmanuelle Benefield
Jennifer Schwinn
Pascal Stricher
Clemence Spita
Marina Bertrand
Steve Craig
Jon Custer-Topai
Michele Custer-Topai
Kathleen Helleskov

2 MEETING START

Meeting Schedule Start: 6:00 p.m.

Meeting Actual Start: 6:10 p.m.

Meeting Scribe: Emmanuelle Benefield

3 APPROVAL OF DECEMBER AGENDA

K. Helleskov motioned and J. Custer-Topai seconded. Unanimously approved.

4 APPROVAL OF NOVEMBER MINUTES

C. Spita motioned and M. Bertrand seconded. Unanimous approval save M. Custer-Topai's abstention.

5 ACTION ITEMS

1. 7th Grade in 2013-2014. A letter will be sent in January to 6th grade parents to learn their intentions for the following school year. On January 15th, all families will receive an intent letter.

7th grade committee meeting will take place in January. Anna Guzman and Anastasia Zita, as well as others from the District, will be part of this meeting. Parents with education expertise should be present as well. In February there will be a larger committee meeting.

The textbooks to be used for 7th grade remain an outstanding question. J. Schwinn described the process of reviewing books that are most closely aligned with the Common Core standards.

2. Parent Survey. It was proposed that a box be placed in the front office for parents to drop off hard copies of the survey. The text on the survey should specifically state that families should fill out one per child.

The space for “your child’s teacher” will be removed.

Question 1: What do you like so far at SRFACS?

Question 2: What is your vision of priorities and what are your ideas/suggestions for accomplishing these goals?

Question 3: Comments.

B. Benefield motioned and M. Bertrand seconded. Approval by consensus. It was decided that Survey Monkey be used. M. Custer-Topai offered to set this up. A paper version will be available to families who do not have Internet access. The survey will be sent December 17th and parents will be given until January 10th to return it. A reminder will be sent on January 7th through *La Plume*. E. Benefield motioned and S. Craig seconded. Unanimously approved.

3. Annual drive information will be sent home with children on Friday, December 13. It will help finance P.E. equipment among other things. The goal is to raise \$25,000.

M. Custer-Topai suggested walkathons as a good way to raise money in this area. She noted that organizing can be rather involved but that they generate good revenue.

P. Stricher reported that \$3,000 was donated by the French American Cultural Society. It will be given to the Foundation. P. Stricher suggested that the Foundation help pay for toner because the District paid for iPads, Apple TV, etc.

An explanation was given about the Foundation’s reimbursement form to be completed by the teachers for the recently approved \$300 per teacher.

4. There was a discussion about the November Class Representative rep meeting attended by P. Stricher and the December Class

Representative meeting attended by S. Craig, J. Custer-Topai, and M. Custer-Topai. Feedback from the meetings indicates concern among the parents of 5th and 6th graders regarding meeting the California standards, the speed of progress through the grade level curriculum, and lack of acceleration opportunity. J. Schwinn proposed that there be a task team approach, with P. Stricher and his teachers, along with Anna Guzman and Anastasia Zita. One of the topics would be about the textbooks for the upper grades. We need to ensure that the math, science and language arts curriculum be instructed by the test time. It was suggested that there be some analysis to determine what has been covered to this point. There was general agreement that expectations be made clear during this inaugural year. P. Stricher suggested that the 6th grade teachers communicate where the students are in their text books. He spoke about the goals for the future and ramping up over time, as well as forming a leadership team consisting of three or four parents, teachers, and himself in January. There is no Accelerated Reader workshop scheduled at this time. S. Craig suggested that reading and literature assignments for English language arts should incorporate French authors (English translation) in the curriculum periodically to help foster appreciation for French culture.

5. Rhonda Henicle is interested in utilizing the SCOE library as a resource. J.Schwinn will introduce P.Stricher to the SCOE head librarian. She will also email the head librarian, cc'ing P. Stricher regarding the acquisition of a series of novels. The cost is \$2.75 per child, per year. It is a borrowing plan and they also have science kits and other resources available.

6. Independent Study: Students will be able to complete work packets for some absences beginning in January. P. Stricher will communicate the details in an upcoming communiqué.

7. J.Schwinn reported that the Foundation approved \$750 for the purchase of 15 6th grade math textbooks.

8. K.Helleskov was invited by Rhonda Henicle to collaborate with her on the English curriculum, specifically for 4th through 6th grade. They will use the Columbia University Teachers website. Reading and writing workshops are planned for the 6th grade. Writer's notebooks will be used in January with the 6th grade. K. Helleskov suggested that there be an initial assessment because pretests can be very valuable.

6 MEETING END

Meeting Schedule End: 8:00 p.m.

Meeting Actual End: 9:15 p.m.

7 POST MEETING ACTION ITEMS

Analyze results from the survey.

P. Stricher is to report back on the actions taken by the 5th and 6th grade leadership team regarding the progress on the curriculum for the upper grades.

8 NEXT MEETING

Next Meeting Location: SRFACS Library

Next Meeting Date: January 16 @ 6:00 p.m.

Next Meeting Time: 6:00 p.m.