

Santa Rosa French-American Charter School – School Advisory Board (SAB)



SCHOOL ADVISORY BOARD MEETING MINUTES

Meeting Date: May 15, 2013

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
Nas Salamati
Michele Custer-Topai
Cindy Beurtheret
Gwenaelle Peyret

2 MEETING START

Meeting Schedule Start: 6:00 p.m.
Meeting Actual Start: 6:10 p.m.
Meeting Scribe: Emmanuelle Benefield

3 APPROVAL OF MINUTES

M. Bertrand made a motion to approve and K. Helleskov seconded.
Unanimous approval.

4 APPROVAL OF AGENDA

K. Helleskov made a motion to approve and E. Benefield seconded.
Unanimous approval.

5 PUBLIC COMMENT

None

6 ACTION ITEMS

Review of SAB's Scope, goals, objectives and rules of order & Recap on SAB as we conclude the inaugural school year

J. Schwinn spoke about the thinking that went into the formation of SAB in the SRFACS charter document. Several copies of pages 46-48 of the school charter were distributed to demonstrate the specific language in the document. J. Schwinn read portions of the section relating to SAB.

There was a question about the composition of the board because there are conflicting descriptions of the group's make-up. It was recommended that we not make any revisions to the bylaws in this meeting, rather take that step when we meet again. This led to further conversation about when that next meeting will take place. There was general agreement that SAB's next meeting be in August, after school begins. There was also general agreement that the new members of SAB (teachers and parent representatives) take their seats at the September meeting. There was a question about the rules of order, specifically about how best to handle the public comment segment of each meeting. There was general agreement about having a time limit of three minutes per person and then some parameters regarding the board's response. One suggestion was that the board members not directly answer the comments, but have a group discussion regarding points raised. P. Stricher inquired about the board's desire to have a report from the principal at the beginning of each meeting. The suggestion was well received and will become part of the meeting agendas going forward. There were various views about what issues SAB is suited to address. It was suggested that members consider the scope outlined in the bylaws before raising issues with the board. The conversation led to the process in which class representatives are chosen. It was suggested by more than one teacher that they would like to be involved in the selection process. It was noted that this discussion is better suited for a staff meeting, not SAB. P. Stricher mentioned that back to school night is September 12.

There was further comment about Robert's Rules of Order being a valuable tool in leading the meetings. It was also suggested as part of that protocol, board members not voice their personal opinions in response to public comment. It was also recommended that the protocol be included on the SRFACS website and in the new Parent Handbook. There was a question about how to measure the parent involvement described in the charter. B. Benefield gave some follow-up to this issue that was raised in the April meeting. The Charter School for the Arts requires 10 hours in the first semester and 10 hours in the second. The hours are currently logged in a binder at the front desk but they are considering changing to an online format. The Arts Charter asks for a donation should parents not meet the required hours. There was a suggestion about discussing the goals for the year, including a calendar, at the beginning of each year. This would provide a framework from which to act. It was also suggested that the Action Items actually be action oriented, not discussion points. The time limit for public comment was raised again, and it was agreed that five

minutes per person is appropriate. It was agreed that P. Stricher be the designated responder. It was agreed that board members can ask clarifying questions. It was agreed that having the scope of the SAB at the top of each agenda would be helpful. It was also agreed that issues that need further discussion could be eligible for the next meeting's agenda.

SAB Curriculum Committee

It was suggested that SAB create a working committee that can make recommendations for implementing curriculum. The thought is that the school district is divided into two levels: elementary and above, and that the two can benefit from some synchronization. There are resources to bear in the community and it was suggested that students and teachers can only stand to benefit from thoughtful suggestions. P. Stricher commented that the teachers will have the benefit of one year's experience in this school and will not be as isolated. He also noted that the school anticipates being homologated by the French government and that there are additional resources that will be given as a result. There were comments from teachers that feel as though they are well positioned to teach both the French system and the Common Core, and that the addition of a curriculum committee would add an unnecessary layer. It was also noted that French Base and the California Common Core are closely aligned, and that having a copy of these standards and how they complement each other could be very helpful at each grade level. It was suggested that California Common Core standards be purchased for each teacher. It was also noted that these standards are available online for free. The conversation came back to the concept of a curriculum committee and whether it is a workable plan. It was noted that the idea is to have a committee comprised mainly of teachers, but also with some representation from parents. There was some agreement there could be significant benefits if carried out like the curriculum committee of the Charter School of the Arts. It was suggested that someone from SRFACS contact the Arts Charter to learn more about their committee. It was also suggested that teachers present the idea to their colleagues at an upcoming staff meeting and there was a willingness to do so. The teachers will email the results of their meeting to B. Benefield and he will share the outcome with the other SAB members.

Report on field trip to Jack London State Park and Common Core
S. Craig reported on this field trip that took place last week. He lauded

those teachers involved for delivering an intellectually stimulating outing. Some of the students had read *White Fang* earlier in the year and the trip made the book come alive. There were additional comments about how an experience such as this can be expanded on a multidisciplinary level. This would involve a collaborated effort between teachers and a comprehensive pacing guide. This communication and coordination between teachers is a critical component and the teachers feel that they are prepared to expand this process having learned positive lessons this year.

SAB Election – Parent Representatives

The votes have been counted and the results will be communicated in the Principal's communique on Friday.

School Uniform Process Update

The uniform committee will present the plan to the school board on May 22. The tops will be white and the bottoms blue. Details are to come. The committee will meet again in September. The immediate plan is to relay this news to the parents in the Principal's communique the last week of school, pending the board's decision. There was some discussion about the wording about the term "uniform" versus "dress code." There was general agreement that "dress code" is more appropriate for our school.

Impact on parking/drop-off with increased enrollment for 2013-2014

It was discussed that the TK and Kindergarten schedules are different from the rest of the school and this will help ease the traffic. There was a suggestion to better monitor the drop-off/pick-up zone in front of the school in order to keep things moving, and safely.

7 MEETING END

Meeting Schedule End: 8:00 p.m.

Meeting Actual End: 9:18 p.m.

NEXT MEETING

Next Meeting Location: SRFACS Library

Next Meeting Date: Wednesday, August 21, 2013

Next Meeting Time: 6:00 p.m.