

SAN JUAN UNIFIED SCHOOL DISTRICT
Curriculum, Standards, Instructional, and Student Services Board Advisory
Committee Regular Committee Meeting Minutes - APPROVED
Wednesday, February 16, 2022

SJUSD 3738 Walnut Avenue Carmichael, CA 95608 (916) 971-7364	
Members Present:	Mary Beth Barber, Robyn Cox, Ewa Firl, Kennard Harris, Jennifer Morgan, John Stockett
Staff/Guest Present:	Holly Cybulski, Nicole Kukral, Petra Luhrsen, Rafael Martinez, Peter Skibitzki, Amberlee Townsend-Snider
Board Member Present:	Pam Costa
Members Absent:	Myel Jenkins, Phromlak Sakpichaimongkol, Veronica Schwalbach, Linda Thelen
Call to Order/Introductions	Kennard Harris called the meeting to order at 6:42 p.m.
Visitors Comments:	None

Introductions:

Kennard Harris, C&S Committee Co-Chair, started the meeting off with an introduction of all committee members and called the meeting to order at 6:42 p.m.

NEW BUSINESS:

Expanded Learning Opportunities (ELO) Elementary Division:

Amberlee Townsend, Assistant Superintendent, Elementary Education, Holly Cybulski, Director, Elementary K-8, Petra Luhrsen, Principal, Northridge Elementary and Raphael Martinez, Principal, Greer Elementary and ELO Coordinator. Ms. Townsend shared that the state allocated funds to provide supplemental instruction and supports for targeted students. The slide explained who the targeted population of students was and what the 7 support strategies are. She also shared what the ELO grant plan process and parameters looked like and how the district planned and implemented the grant, as well as the site-level school partnership actions that were taken. Ms. Townsend shared how the ELO actions were centralized and the high-demand areas, such as Instructional Assistants (IA) professional learning, early literacy instructional materials, and professional development facilitation.

Ms. Luhrsen shared what Northridge Elementary had done to re-engage the students and accelerate learning for all and how Northridge had gathered input from staff, students, and families by conducting a listening session. They collected data from the teachers by the observations or narratives that the teachers were seeing in the classroom and on zoom. Some of the commonalities they found were in the areas of students who were struggling to stay engaged during instruction specifically low-income and English language students. Then Ms.

Luhrsen's slide shared what the teaching staff did to help support the students and what learning and re-engagement opportunities they increased before, during, and after school. Ms. Luhrsen shared how they reviewed the enrollment numbers and how to add a class for second graders instead of having a combo 1 and 2 grades. They also used Sacramento State student teachers in classrooms so that throughout the day there would be three people in the classroom to help support the students. She also shared how they were passionate about bringing before and after school programs to the students to provide academic support targeting English learners. How Northridge offered weekly sports and game clubs that evolved into a STEM club that the students had requested.

Ms. Luhrsen then shared how the school implemented the House system in the Spring of 2019. The intent of each House is to build small communities within the school community. In each House, there are about 60 students with a mix from kindergarten to sixth grade with a variety of different staff members. Ms. Luhrsen shared how they wanted to re-invigorate connectedness, morale, and in-person, learning using the House system. Ms. Luhrsen was able to use the ELO funds to pay some staff to come in the summer to reimagine what the House system would look like and to re-write 30 essential lessons using low tech to improve school climate and attendance, especially on Monday and Friday when attendance was down. Ms. Luhrsen then shared the next steps at Northridge and how they are going to monitor progress, reflect on data and gather input and feedback. They will then analyze the current actions and discuss them with the site leadership team and then present to the school site council any adjustment that needs to be made to help with making the final plans for next year.

Ms. Townsend then shared what is going on at the other 41 other elementary schools and how they are using their ELO funding for before and after school programs. There are 32 of the 41 sites that have decided to implement support positions that look like additional intervention teachers, school community and intervention specialist counselors, social workers, and other support positions. The other sites are focused on student re-engagement including before and after school partnerships. The bilingual instructional assistant that has been added has helped engage students and the community.

Ms. Townsend shared some information on Continuous Improvement and what that means. As Ms. Luhrsen shared that they had one after school program that did not meet the needs, so they pivoted midstream and made the changes to make sure that the kids were engaging. Continuous Improvement requires us to look at our success, name our challenges, and identify our next steps. Part of our next steps included a Cycle of Inquiry, we use conversation to gather input and information, analyze current actions and adjust as needed.

The committee was very appreciative of this presentation. The committee members were encouraged that this was helping raise reading levels. There was a discussion on what additional classified staff was added and how they supported the classrooms and school. Committee members also wanted to know if there was anything on interjecting music, dance, media, and visual arts into the schools. Ms. Townsend shared how next month we would be celebrating our month-long arts education program. Mr. Martinez shared how some of the elementary school sites are using the ELO funds for students to engage in arts before and after school. As well as how some schools work with the B Street Theater to come to school sites and have mini theater performances for our students. Mr. Martinez shared how the ELO funds have been able to support the arts, as those materials are expenses. The committee had a discussion on the new variant of COVID and how Ms. Luhrsen is handling the students meeting with their houses even though they are not breaking into the House groups. Ms. Luhrsen

shared how the teachers determined that they would keep them in the grade level class, however, they would acknowledge each group by letting each house do their chants and then teach the lesson of the week. There was also a decision on how each house was selected and revealed. And now the secretary selects the House for the new students, due to students moving on and she has t-shirts so when they arrive at the school, she can present them on their first day.

Technology Update

Peter Skibitzki, Senior Director of Technology Services presented a school-wide technology review. Mr. Skibitzki shared how in 2020-2021 technology deployed over 29,000 Chromebooks to all our students during distance learning. It was also decided that the students did not need to bring them back, so they had them for the start of the 2021-2022 school year. We currently have 20,000 Chromebooks that are still checked out from last year. At the start of this year, the superintendent requested that technology would make each school site whole again based on the number of Chromebooks that they had. As of now, over 29,000 Chromebooks were replaced and put back at the sites for instruction this year. We also had over 5,000 hot spots checked out to students and staff and that was a cost of over \$150,000 a month to the district.

Ms. Skibitzki talked about how our younger students would log on to their devices. We developed a QR (Quick Response) code for the students so that all they had to do was scan it and they would be able to log in. They are also working on plans that would help live stream or record and YouTube our graduations due to the limited amount of family members that could attend graduation and the current mask mandates. We are working on summer school and planning the use of technology for nutritional services, and school facilities that are being used for the summer enrichment program as well. Working with Del Campo as they have been selected to host the Smooth Start program this year, we need to make sure that the new teachers are given their technology devices and make sure that we have the devices as many things are back ordered due to the COVID-19 pandemic.

Technology is also working on several other programs including a document management system to help scan and empty the file cabinets at facilities, remove boxes from the warehouse, and being able to locate the documents for a former student by searching the name or title of something instead of pulling a box and hoping that you can locate the file. We are also looking into a new central enrollment lottery system to help with efficiency and reduce staff time in handling papers. And in July our district will have a Multi-Factor Authentication program to renew its cyber-security and breach insurance for the district. Technology is working to establish a new program to retain end users by identifying email phishing attacks with Labor Relations and Human Resources. Human Resources and Fiscal Services is working with technology services to select a new Enterprise Resource Planning software or ERP and how that will work with our staff and students as well as how it affects our hiring process. And lastly, we are working on the dais to accommodate going from 5 to 7 board members and how we can improve the audio-visual system so that when the board room is being used for meetings or professional development how it will allow people easy utilization of the equipment. We are also looking at the network and infrastructure of the district and fiber network connection to all elementary and middle schools as well as district-wide wireless upgrades including a guest network system.

Mr. Skibitzki and the technology department were given many thanks and kudos for all the work that they have done during this pandemic. Mr. Skibitzki then answered questions from the committee on the E rate funds that the district was given and the use of that for the payment of hotspots for one year. We have applied for more E

rate funds and the district will be responsible for 20% of any cost that is not covered by the funds. The two-factor authentication is for staff only, at some time they will have it for students but that is in the planning stages right now. Committee also wanted to know what the plan was to offer Chromebooks to students for their schoolwork for the duration of their tenure with San Juan. This is a larger discussion that we are going to have due to curriculum adoptions that are coming down the line that requires that technology. A committee member wanted to know what the consequence for a student was who may lose a Chromebook. Mr. Skibitzki stated that only about 10,000 of the Chromebooks out there will not be able to be supported as they are at the “end of life” for the computer, and we don’t just throw them away, we try and give them a second life in another country or with a nonprofit organization. Of course, we do try and get them all back, however, we know that there are those we won’t get back.

Brown Act: AB 361 Resolution 002

Kennard Harris open the discussion on AB 361 for the committee to discuss to meet in person or via Zoom at our next meeting scheduled for March 2, 2022. The following are effective as of October 1, 2021, until January 1, 2024 (Government Code section 54953(e)). Local agencies and committees may continue to meet via teleconference without complying with traditional agenda posting, physical access, and quorum requirements for teleconferencing. The committee is required to verify every 30 days that it reconsidered the state of emergency circumstances AND either the state of emergency continues to directly impact its members’ ability to meet safely in public, OR state or local officials continue to impose or recommend measures to promote social distancing. A committee member asked if we could vote for a meeting in person or a teleconference meeting at each meeting and that it is added to the agenda.

The committee had a discussion on whether to meet in person or still via Zoom and it was determined that those who would attend and are more comfortable in masks should wear them and that a committee member would bring some clear face masks so that those who would like to wear them could. We would also follow the state indoor requirements. Ms. Townsend and Ms. Kukral both stated that they would follow the State Mandate and speak with Mr. Trent Allen, Chief of Staff for San Juan Unified.

Mr. Harris asked if anyone would like to put forth the motion to meet in person on March 2. Robyn Cox, a committee member, moved that the next C&S meeting be held via zoom for the March 2 meeting and Jennifer Morgan seconded it. Wendy Harrington asked that a verbal count be taken as two members did not have a screen, Marybeth Barber - yes, Ewa Firl - nay, Jennifer Morgan - yes, Robyn Cox – yes, John Stockett – nay, Kennard Harris – yes, motion for meeting via Zoom is 4/2/0

Approval of Minutes:

- No minutes to approve

Reports to be Heard:

Chairperson’s Comments/Committee Business:

- No comments

Board Member:

- Pam Costa, Board Member, shared a heartfelt thank you for our work as wanted to be short as it was a late evening.

Staff Member:

- Ms. Kukral shared the excitement that we are all starting to have a more normal feeling at this point with the planning mode for next year. We are of course going to bring the new curriculum adoptions up in the next few weeks so that is very exciting as well.
- Ms. Townsend-Snider just echoed Nicole's statement as to how excited we are about planning next school year.

Adjournment:

Mr. Harris adjournment at 8:36 p.m.

Respectfully submitted,
Wendy Harrington
Committee Secretary