

SAN JUAN UNIFIED SCHOOL DISTRICT
Curriculum, Standards, Instructional, and Student Services Board Advisory
Committee Meeting Minutes – Approved
Wednesday, March 22, 2023

SJUSD 3738 Walnut Avenue Carmichael, CA 95608 (916) 971-7364	
Members Present:	Mariya Babiychuk, Mary Beth Barber, Phromlak Sakpichaimongkol, Veronica Schwalbach, Amy Slavensky, Margaret Teichert, Linda Thelen, Myel Thelen
Staff/Guest Present:	Phe Bach, Cassandra Bennett- Porter, Heather Brandt, Autumn Dello Russo, Wendy Harrington, Elizabeth Julienne, Nicole Kukral, Nicole Naditz, Corinne Poirier, Linda Simlick, Amberlee Townsend-Snider
Board Member Present:	Pam Costa
Members Absent:	Kennard Harris, Susan Olsen, John Stockett
Call to Order/Introductions	Myel Jenkins called the meeting to order at 6:35
Visitors Comments:	Tom Nelson

Introductions:

Myel Thelen, C&S Committee Chair called the meeting to order at 6:35 and read the visitor comment statement. Ms. Thelen then asked everyone to introduce themselves and share what class was their favorite while in school.

NEW BUSINESS:

Introduction of Del Campo High School: Ms. Corinne Poirier, Vice Principal, Del Campo High School, and Ms. Autumn Dello Russo, School Counselor, shared information on Del Campo High School. Ms. Poirier stated that she had transferred to Del Campo in the 2021-22 school term. Ms. Poirier shared information on Del Campo and how the school follows being on a 4/4 block schedule. Ms. Dello Russo shared information on the Career Technical Education (CTE) programs and the Fire Control Technician course as well as the construction pathway. Ms. Dello Russo shared information on the CTE business, Kids Helping Kids and how they help support San Juan Unified Students going off to college.

A committee member wanted information on the construction program and wondered how long they had these courses. Ms. Dello Russo stated that it started from one shop class three years ago and three years later they have a staff member that is teaching the students all about the construction trade. He is not only teaching them about hammers and nails but about the electrical and plumbing side of construction.

Brown Act: Linda Simlick, General Counsel for San Juan Unified School District, presented the committee with the Brown Act/Uniform Complaint Procedures (UCP). The Brown Act was enacted in 1953 to guarantee the public's right to attend and participate in meetings of local government. Founded in Government Code sections 54950 through 54963. The purpose is to ensure that deliberations and actions of a local agency legislative body are taken openly and the public is fully informed and able to participate in decisions involving the public agency. Committee members are subject to the Brown Act if a legislative body/local government, including anyone who has been elected but has not yet assumed office and is a committee and subordinate bodies created by formal action of the board (e.g., Curriculum and

Standards Committee, Facilities Committee, but not temporary ad hoc advisory boards made up solely of board members and constituting less than a quorum). Ms. Simlick shared how AB 2449 – Remote Participation was effective in January of 2023 and will end on December 31, 2025. Ms. Simlick also reviewed the remote participation guidelines that must be followed regarding quorums and being able to access via a two-way audiovisual platform or two-way audio services/webcast. AB 2449 can only be used in two circumstances, for Just Cause or Emergency Circumstances.

Ms. Simlick shared that the California Code of Regulations, Title 5, (5 CCR) sections 4600-4687, describes the process for filing, investigating, and resolving a complaint regarding an alleged violation, by a local agency, of federal or state laws or regulations governing educational programs, including allegations of unlawful discrimination. UCP complaints regarding Title 1 programs are authorized by the Code of Federal Regulations section 299.10-12 and 5 CCR section 4610(b). The UCP general process for filing a complaint in handwritten/typed/electronic/email. This complaint can be filed with the District General Counsel, a principal, a district administrator, or the Superintendent and who can file. Ms. Simlick discussed that the complaints can cover a variety of programs and activities as well as what is NOT covered by the UCP. She reviewed the timeline for the complaint investigation, the response, and the appeal process.

There were no comments or questions for Ms. Simlick

New High School Courses: Nicole Kukral, Director, Professional Learning and Innovation (PLI) the three new high school courses that were being brought forward. Ms. Kukral shared the process of a school wanting to bring a new course forward, the documentation that is required, and how it moves through the C&S committee, human resources, and then the board for review and approval. Ms. Kukral shared that the adult education course that was brought to the committee in December will also be one of the courses that the board will review for approval.

Ms. Kukral then had each teacher share the information on the new course:

Phe Bach, a teacher at Mira Loma high school, spoke to the need for the course Mindfulness: Helping Oneself, Helping Others. Mr. Bach shared how he is working with our students to live a healthy positive lifestyle and he hopes this course will help support that with the students. He also hopes students will be able to discuss the role they all have in making a positive difference in today's society. This course will also help increase their self-compassion and well-being and decrease their anxiety and stress. Students will be able to learn life skills to overcome the complicated, emotional, and social turmoil in their life

Alisa DeLutri, a teacher at Del Campo High School, shared the College Algebra/College Level Examination Program and College Math/College Level Examination (CLEP) course. These college-level math courses prepare a student for the college algebra or college mathematics CLEP exam. In the algebra CLEP exam, the student can be awarded three college math credits and, in the math, CLEP exam, they can be awarded 3 to 6 college math credits.

Marcy Alexander, a teacher at Mira Loma high school, shared that the IB CP 1 Personal and Professional Skills is designed to help students develop attitudes, skills, and strategies that can be applied in both professional and personal situations and contexts now and in the future.

The committee was very appreciative of these courses and would like to follow up on them next year and see how the students are handling the courses.

Ms. Thelen asked if there was a motion to approve the new high school courses. Linda Thelen moved to approve, and Margaret Teichert seconded. A vote was taken and the materials were approved 8 yea/0 nay/ 0 abstentions.

Expanded Learning Opportunities (ELO) – Elementary: Amberlee Townsend-Snider, Assistant Superintendent, Elementary Education and Programs, shared the ELO action and how it was used in elementary schools throughout the district. Ms. Townsend-Snider and Cassandra Bennett Porter, Director, K-8 Elementary Schools shared how each school used the site staffing allocation for academic and social-emotional support, intervention teachers, and tutoring. Ms. Townsend-Snider and Ms. Bennett-Porter then shared the preliminary intervention data for students for the fall and winter in reading and math. They then shared how Del Paso Manor supported students with social-emotional needs, the planning, site action, and progress monitoring. And how Deterding Elementary School supported students with academic achievement and the outcomes and next steps. Ms. Townsend-Snider then shared looking ahead at year three and the continuous improvement success, challenges, and next steps. Ms. Townsend-Snider shared the top three action times for year three.

The committee had a few questions about keeping the social work/support for the students as it seems to be a large need right now. And how having the schools responsible for the funding also helps them with accountability. The committee thanks the elementary ELO team for presenting such a thoughtful report and for the vision that schools have taken with the work that has been done.

Instructional Materials Adoptions: Ms. Kukral and the PLI team, Ms. Heather Brandt, Program Specialist, English Language Arts/History-Social Science, Elizabeth Julienne, Program Specialist, Mathematics and Nicole Naditz, Program Specialist, Instructional Technology and World Language shared the instructional materials adoptions recommendations. Ms. Kukral shared that the purpose of bringing the presentation to the C&S committee is to ensure that the committee has a thorough and thoughtful review of the materials and to be transparent with the community about this process, the materials recommendation, and the cost of the materials. Ms. Brandt then shared the materials that are being recommended for adoption, including the small adoptions. Most adoptions follow a two-cycle pilot process. However, for courses that are offered in a very limited scope across the district and/or courses for which there are limited instructional materials options, the adoption process does not include a two-cycle pilot. Ms. Naditz and Ms. Baucom then spoke about the selection criteria using a two-cycle pilot or a small adoption that the materials being considered are all evaluated based on the selection criteria.

Ms. Kukral shared how the Physics of the Universe did not go through last year as the committee tried out two different sets of materials that were aligned to the California Next Generation Science Standards (NGSS) but did not find either of them to be viable options. As shared last spring, they re-engaged with the committee in May 2022 to determine the next steps in the process. From March 2022 through May 2022, they invited the adoption committee to research and provide all possible options to be considered for the pilot during the 2022-2023 school year. The committee spent a full day examining 5 possible options, including publisher presentations and analysis with our rubric (in Appendix B of the report). Using the rubric as a guide, the committee came to a consensus to pilot three different options. In July, pilot teachers had a full day to receive training from the first set of pilot materials, along with time for planning out the units to be piloted. Most of the pilot teachers on the committee participated in the process for the full two years and were highly engaged in the process and excited about the materials they had recommended for adoption.

Ms. Naditz, Ms. Julienne, and Ms. Kukral then went over the equipment and consumable cost as well as the 7-year adoption cost for the different subjects. Including the technology cost. Ms. Naditz then shared how the teachers will have the opportunity to receive training from the publishers as well as time for planning and collaboration with colleagues across the district. Most of the publishers provide implementation training for free, but all do not, including

The Physics of the Universe, which has separated out their training, and the others have included it in the cost. Ms. Naditz then shared that the total cost for the adoptions would be \$6,414,283.22.

The committee and PLI team had a discussion on professional development (PD) and how that process works with the publishers and if the teachers are paid for attending PD or given continuing education hours. It is both, most can choose which they would prefer. Committee members wanted to know if this funding was already budgeted for the 2023-2024 school year, and it is. A committee member wanted to know if we were going to be a technology 1:1 district since all students don't have computers at home. Ms. Kukral stated that there are ongoing conversations on that topic and no decisions have been made yet. However, Ms. Naditz did state that a student can contact technology and possibly get a device and a Wi-Fi hotspot as needed. They just must work through the technology department. Committee members wanted to know what the public review period is for new materials and Ms. Brandt and Ms. Kukral stated that you can always review the materials online and PLI is always willing to anyone who reaches out to them come to the Choices office and review the materials.

Ms. Thelen asked if there was a motion to approve the new high school courses. Amy Slavensky moved to approve, and Linda Thelen seconded. A vote was taken, and the materials were approved 7 yea/0 nay/1 abstentions.

Approval of Minutes

Ms. Thelen asked if there were any changes or comments on the March 8 meeting minutes, there were none. Ms. Thelen then asked if there was a motion to approve the minutes, Veronica Schwalbach moved to approve, and Phromlak Sakpichaimongkol second. Ms. Thelen called for a vote, 7 yea/0 nay/1 abstention. Minutes pass.

Chairperson's Comments/Committee Business:

Reports to be heard:

1. Board Member

- a. Pam Costa, Board Vice President, shared that it was Ms. Linda Thelen's birthday and wished her a happy birthday and she brought a cake to share.

2. Staff Member

- a. Ms. Kukral thanked everyone for the thoughtful discussions and said that the questions that were asked were very helpful and based on them we will make some adjustments for the board presentation. Ms. Kukral shared that the PLI team has 7 schools with whom they are building partnerships and that they are working on the summer PD catalog.
- b. Ms. Townsend-Snyder shared about the Principal for the Day that had happened that morning and how we had partners and community members that were able to shadow a principal, and everyone gathered for a luncheon. This program is run through the Family and Community Engagement Department.

3. Committee Members:

- a. None

Adjournment:

Mr. Thelen adjourned the meeting at 8:45 pm

Respectfully submitted,
Wendy Harrington
Committee Secretary