

**SAN JUAN UNIFIED SCHOOL DISTRICT**  
**Curriculum, Standards, Instructional, and Student Services Board Advisory**  
**Committee Meeting Minutes – Approved**  
**Wednesday, October 4, 2023**

<b>SJUSD</b> 3738 Walnut Avenue Carmichael, CA 95608 (916) 971-7364	
<b>Members Present:</b>	Mary Beth Barber, Kennard Harris, John Kane, Susan Olsen, Veronica Schwalbach, Margaret Teichert, Linda Thelen, Catrayel Wood
<b>Staff/Guest Present:</b>	Holly Cybulski, Wendy Harrington, Nicole Kukral, Laura Mulder, Kristan Schnepf, Gianfranco Tornatore
<b>Board Member Present:</b>	
<b>Members Absent:</b>	Mariya Babiychuk, Pam Costa, Amberlee Townsend-Snyder, Myel Thelen
<b>Call to Order/Introductions</b>	Kennard Harris called the meeting to order at 6:35
<b>Visitors Comments:</b>	No Guest

**Introductions:**

Kennard Harris, C&S Committee Co-Chair called the meeting to order at 6:35 and let the committee know that Myel Thelen, the Committee Chair was out due to illness. Mr. Harris then asked everyone to introduce themselves.

**NEW BUSINESS:**

**Summer Learning Update:** Kristan Schnepf, Assistant Superintendent, Secondary Education and Program, along with Holly Cybulski, Director, Elementary K-8 Education presented the Summer Learning Update.

Ms. Schnepf shared how the district summer school scope focused on foundational, readiness, enrichment, and intervention in its programs that were offered. The summer school touched over 8,316 in elementary, middle, and high schools utilizing the Title Funds, Local Control Funding Formula, and the Expanding Learning Opportunity (ELO) grant that ends in September 2024.

Ms. Cybulski shared how the Kindergarten to K-8 summer academic enrichment program was at over 27 sites, had 175 teachers and student interns, and 150 classified staff support for over 2,600 student participants. Ms. Cybulski shared some of the courses were in gardening, K-1 boost, camp kinder, arts, sports and maker spaces, and many others.

Ms. Schnepf shared how Camp Winthers ELO summer camp welcomed over 120 incoming 4<sup>th</sup> – 8<sup>th</sup> grade students and was completely free to those students and we did not have to turn anyone away. We welcomed 10 teachers and counselors at the elementary and middle school levels to get those opportunities to engage in typical summer camp activities such as swimming in the lake, kayaking, hiking, disc golf, and many other fun activities at camp.

Middle school summer enrichment offered 60 courses at 6 sites and had over 1,200 students participate in the programs that included ceramics, STEM sports, creative writing, science dissection, and many others, including field trips and camps at CSUS for STEM Robotic and Brown Youth Academy at UC Merced. High school enrichment had 20 programs at 8 sites that had over 560 students participate. MS. Schnepf and Ms. Cybulski also shared about the Math Camp Readiness and High School Credit Recovery programs.

Ms. Cybulski shared about Camp Kinder, Kindergarten -1<sup>st</sup> Grade Boost, Elementary Academic Enrichment, and Specialized Programs, as well as the Welcoming Newcomers Connection Community Confidence program which welcomed 250 6<sup>th</sup> – 12<sup>th</sup> grade students and had 13 high school student interns. The team also offered parent education courses, and this was coordinated by the Newcomer Support Team that is located at San Juan Central.

There was then a discussion with the committee members who asked several questions. A committee member wanted to know how the students were selected for Camp Winthers. Ms. Cybulski shared that flyers were handed out at the school site, and they were able to register. We initially had 180 sign up, however, we were able to get all 120 slots filled and not turn anyone away due to natural circumstances.

Another committee member wanted to know how we were able to fund all of these programs. Ms. Schnepf shared that we used LCFF, Title, and ELO funds. However, we are not going to have the ELO funds moving forward so we are working on the Learning Recovery Block Grant and other sources of funding.

A committee member wanted to know how we selected staffing for the programs. Ms. Schnepf shared that our teachers are burnt out just like what is going on in so many other fields. With these programs, the teachers were able to pick and choose what they wanted to teach, and enrichment was the only seat-based course. We did have an issue with filling some of those.

#### **LCAP Listening Circle:**

Gianfranco Tornatore, Director, LCAP and Continuous Improvement came to speak to the committee and the Local Control and Accountability Plan (LCAP) and the three-year plan that is revised annually. The plan describes how services are provided to improve the performance of English learners, low-income, and foster youth students as well as the performance of all students. Mr. Tornatore explained that the LCAP is developed with and includes the diverse perspectives and experiences of our educational partners that includes our students, families, staff, and community.

Mr. Tornatore explained that our district is focused on several LCAP goals, which include connected school communities, healthy environments for social and emotional growth, engaging academic programs, and clear pathways to bright futures.

During this listening session, Mr. Tornatore talked about how he would like our committee members to share their perspectives, ideas, and experiences as they relate to our four LCAP goals using the questions that he has given us. Our ideas will help inform the next steps and improvement of work related to the LCAP.

Mr. Tornatore then gave time for the members to complete the worksheet and share their thoughts on the LCAP based on their observations and experiences. Then the committee and Mr. Tornatore had a discussion on some of the feedback that was given, and Ms. Mulder was taking notes to add to the feedback that they are collecting from different committees.

#### **Professional Learning and Innovation:**

Nicole Kukral, Director, Professional Learning and Innovation shared her presentation on Professional Learning and Innovation (PLI) update. Ms. Kukral was excited to bring the update to the committee and share the work her department is doing, what their priorities are for the 2023-24 school year, and the ways in which they have continued to

refine the work to ensure that it positively impacts teaching and learning, for all learners in our system, both students and staff.

Ms. Kukral shared that PLI supports the professional learning of all the adults in our system, including teachers, classified staff, and administrators. PLI also oversees the adoption and support of new instructional materials and new courses. But tonight Ms. Kukral is going to focus on the work that the PLI team is doing to support system-wide professional learning in order to improve our students' academic outcomes. Ms. Kukral then went through her presentation.

The committee wanted to know why attendance is a challenge and when are the professional development (PD) training held. Ms. Kukral stated that PLI tries to hold the PDs during the school day, however, due to staff vacancies, finding subs, and guest teachers it limits holding them during the school day. We do hold training after school and Human Resources (HR) is working hard on getting guest teachers by working on pay structure and having dedicated subs at school sites which has helped. We have also increased our daily absences limit for PD based on the recruitment of staff that would like to attend. We are offering Zoom training, and we play with different models based on feedback and what feels good to the teachers. Another committee member wanted to know do the teachers and staff come to training during the summer, June, and July. Ms. Kukral shared that they do come, and they are paid for attending some of the training. And we do find it helpful to get them excited about the things to come in the next school year.

Another member of the committee wanted to know how the Program Specialist and Teacher on Special Assignment (TOSA) are selected and what training is the TOSA given. Ms. Kukral shared that they are posted, go through the interview process, and are selected. The program specialist is a full-time permanent position, whereas the TOSA is a four to six year commitment and then they return to the classroom. The TOSAs have an onboarding process that the program specialists have been working on, they purchase books, have a two week training program, and support them every day with questions and expectations.

### **Election of 2023-2023 Chair and Co-Chair**

Kennard Harris, 2023 Co-Chair was chairing this meeting. When Mr. Harris asked if there was a nomination for committee chair Catrayel Wood nominated Kennard Harris and Margaret Teichert seconded, Mr. Harris accepted. Mr. Harris called for a vote to elect himself as the committee chair, 7 yea/0 nay/0 abstentions, election passed for Mr. Harris was elected to be the committee chair.

### **Approval of Minutes**

Mr. Harris asked for a motion to move the May 3, 2023, meeting minutes. John Kane moved for a motion to vote, and Veronica Schwalbach seconded. A vote was taken 4 yes/0 nay/ 4 abstain. Due to only 4 of the 6 committee members being present on the committee, the May 3 meeting minutes will stay in draft form.

Mr. Harris asked for a motion to move the September 6 meeting minutes. John Kane moved for a motion to vote, and Linda Thelen seconded it. A vote was held 7 yea/0 nay/1 abstention, and minutes passed.

### **Chairperson's Comments/Committee Business:**

#### **Reports to be heard:**

##### **1. Board Member**

- a. Pam Costa, Board Vice President, was out tonight due to a meeting at SCOE and sent a message that was read by Nicole Kukral.

## **2. Staff Member**

- a. Ms. Kukral let everyone know that the district passed the Williams Audit and was sufficient and the public hearing was held at the last board meeting. Ms. Kukral shared how busy the year has been and how the PLI team had a great meeting with the principals regarding the math update. She stated that the PLI team is working with other teams/departments to find funding for the summer learning in 2024. And she shared how excited we are to have Kennard Harris lead the C&S committee this year.
- b. Ms. Schnepf shared that we had the principal meeting today and had some great learning going on with the principals and the different departments doing presentations. Ms. Schnepf shared that she and Amberlee Townsend-Snyder will be sharing the cabinet position at the C&S meeting and she is looking forward to being here.

## **3. Committee Members:**

- a. None

## **Adjournment:**

Mr. Harris adjourned the meeting at 8:26 pm

Respectfully submitted,  
Wendy Harrington  
Committee Secretary