

**Marshall Fundamental Secondary School  
School Site Council Meeting Minutes  
April 16, 2025, at 4:30 p.m.  
In-Person with Zoom Option**

**Call to Order**

Lisa Penner called the meeting to order at 4:46 P.M.

**Attendee**

Lori Touloumian, Lisa Penner, Susana Castro, Tess Bueno, Mary Stevens (online), Zara Agvanian (online), Marcela Valadez, Mariysa Narvaez, Felita Kealing, Kimberly Kenne (online), Tami Mins, Devette Johnson (online), Teri Richardson, Sandra Hidrogo

**Agenda:**

1. Call meeting to order
2. Approve minutes
3. School Name Change Progress and Next Steps
4. SPSA/Curriculum Updates
5. School Safety Plan/Intervention Updates – recent earthquake
6. Principal’s Report – Mrs. Touloumian
  - a. Wins/Challenges/Updates
7. Chair’s Report
8. DAC (PUSD District Advisory Council)
9. Community Updates
  - a. AAPC
  - b. ASB
  - c. Teachers
  - d. ELAC
  - e. Classified Staff
  - f. PTSA
  - g. Annual Fund

**Approval of Minutes** - None

**Principal’s Report:**

Wins:

- Fantastic women’s history event – 8<sup>th</sup> annual
  - Students shared their essays and art work
- Math Field Day was a huge success. First time 6<sup>th</sup> grade team moving forward to LA County Math Field Day
- Counselors had great night gave presentations for deadlines
- Auction Fund at Fantastic RT Rogers Brewery
- All of visual art spring performing arts were fantastic
- Had two rose scholars each received \$2500
  - Teo Ortega and Lauren Garrett
- ASB went to Castle – leadership conference – presentations – two delegates on the state board
- Hosted volleyball game – between Marshall vs PHS – coached by M. Stevens
- Boys baseball, softball and track did well
- Representation at womens author event

- Teachers received PEF and Altadena Rotary grants
- Two finalists for Pasadena Rotary of excellence, Sang Lee and Alison – Alison had observation today and tomorrow for Mr. Lee
- Last week was Asst Principals week

#### Challenges:

- Coming back from spring break
- Remind Teachers to be patient and celebrate small wins
- Reminding staff about absents and class coverages – and giving proper notification
- Failing grades and notification to parents about that – it should be a surprise, two types of notification – so parents are part of solution
- IEP compliance, attending meeting
- Having Food leaving out to minimize rodent issue
- Thurgood Marshall –

#### Updates:

- Beautification Day will be indoors this Saturday
- Next week will have production of Sponge Bob production – inviting elementaries schools to join next Tuesday.
- Centennial event May 9 and 10<sup>th</sup>
- Nike pep rally still pending
- Surveillance cameras installed
- western association of schools and colleges – the organization that accredits schools so diplomas are recognized by the state of California - revisit – 6 yr accreditation – is a virtual visit approximately 3 hours – report only 13 pages
- Bathroom renovations will begin when school ends
- Blair will host summer sports camp
- New marque and front of school will remain the same. The new track and field will be dedicated to Thurgood Marshall
- Ms. Valdez provided update on the 5 Star Students program which is based on eagle values, each eagle value is tied to specific behaviors to award students
  - This will allow/monitor students who are out of classroom
  - Team members will be able to see students class status from mobile devices – this will also allow staff to monitor hall passes, per day and per day, pass to therapist, nurse, bathroom, counselor, etc. This will also allow student engagement in clubs and sports – research shows students who have a strong connection to school do better academically – Two meetings will held – less than 50 % of staff who have voted, 28% would support, only 12% didn't think it would be a good fit at Marshall,
  - SPSA budget coming out of title, \$3.5K to include training for staff. Recently Ms. Valdez was on WASP team in Los Angeles – which just implemented 5 Star – this program allows opportunity to reward students and information to help support students
- School Name Change – Dr. Stevens
  - Positive engagement on both student and community side
  - Flyers printer and posted around the community at Victory Park, Robinson Park, Vromans to name a few
  - ASB also making announcements

#### **Curriculum Updates:**

Testing has begun – 8<sup>th</sup> grade– received Chromebooks today – Friday is 11<sup>th</sup> grade

ILT moving data driven discussions

A lot going for students some are experience senioritis – staff is monitoring F rates

F rates are going down – built up momentum – next grading period a week from Friday – keeping the conversation going using data

### **Safety plan:**

Finalized and updated safety plan

Challenge experiencing and welcoming students at the start of passing period

- The south gate keeps getting left unlock

Cameras are being updated – upgrades to the facilities to mark areas

Feedback survey through Panorama

Made necessary updates to the plan with signatures

Contraband detection dogs are here weekly

Interventions:

    Tier 1 shared with teachers

    Tier 2 and 3 – meeting with students to set goals

SART meetings for students who have tardies

Behavior front: Students are writing reflections and setting individual goals and grades – and are checking- in and out for daily reports – Mr. Streets and Harris have been phenomenal in helping – also looped in security team and have assigned group of kids that they check in with as well

Saturday school is this Saturday and will be combined with beautification day

Introduced Eagle academy, have them review their canvas accounts and focus on making up assignments and completing their work for the day. They get lunch and nutrition in the room.

### **Chair's Report**

Nothing to report

### **Community Updates**

*AAPC* –

Meeting occurred yesterday, beginning with the Eaton Fire and how it has impacted all. Also did chair yoga 15 minutes during the meeting.

*ASB* –

No representative was present. Spirit week took place with a Throw A Pie at Staff event Friday – all student activities are going strong

*Teachers* -

Nothing to report

*ELAC* –

Hosted celebration on Monday for students who have reclassified with a ceremony for students and parents

*Classified* –

Volunteer appreciation on Monday with buffet – appreciate all that parents do it.

*PTSA –*

Saturday is campus beautification but will be held indoors due to soil testing

Next Wednesday is last PTSA meeting and will hold election for the board next year

*Annual Fund –*

Raised over \$10K

The highlight of the event was Judy Chu who attended the entire event

The location for event was perfect and it is recommend to host there every year

Ms. Touloumian had to make a change with a budget transfer for contracted services – increased the amount for supplemental pay for teachers who are beyond on contract hours – move funds from contracted services to extra hourly for staff– and increased funding for hours for Gigi

- Motion to move SIPSA money from contracted funds to extra hourly supplemental funds, Teri Richardson moved the motion, seconded by Felita Kealing, motion carries with all approved.

Opened SSC nominations between April 21 – May 2. Elections will be held between May 6 and May 7

- Ms. Kealing made a motion to open the 2025 SSC nomination's between April 4/21 – May 2 – and hold electronic elections May 6-7, Teri Richardson, second, all approved.

### **Future Meeting Dates**

- May 28<sup>th</sup> – Last meeting of the school year

Motion to adjourn was made by Lori Touloumian and seconded by Felita Kealing at 6:10 p.m., all approved.

Submitted by Susana Castro, SSC Secretary