

**Redwood School Site Council Minutes  
September 21, 2021 via Zoom Meeting, 3:30 pm**

**I. Introductions:**

Members present Nicole Judd, Paola Vargas, Dawn Jacobson, Tracy Rosenthal, Laura Detweiler, Zachary Snow, Corine Musgrove, Adam Payne, James Cook, Stacey Wasson, Greg Saltzberg, Roya Klaidman, Christine Evangelista, Carrie Halvorsen, Melissa Crawford, Angie Biehl, Niki Wikstrom, Margo Tameris, Chakameh Azimpour, Jace Walker (ASB)

Absent: Patricia Aguirre, Leslie Chicas

Nicole Judd reviewed the roles and responsibilities of the School Site Council and introduced 3 new parent members –

- Carrie Halvorsen – DAC representative
- Niki Wikstrom – African American Parent Advisory Council (AAPAC) representative
- Margo Tameris – LGBTQ+ Advisory Council representative

**II. Approval of the Minutes:**

James Cook made the motion to approve the August 2021 minutes, and Stacey Wasson seconded the motion. Motion carried.

**III. Public Comments:**

There were no public comments.

**IV. Student Report:** provided by Jace Walker, ASB

1. The first COTY, Patriotic Day, was last Friday. We had good participation.
2. 2 Patriotic Flags were made for Patriotic Day and to commemorate Patriots Day by the 6<sup>th</sup> Grade ASB class and mentors.
3. The first LTA, Trivia Pie Suit, was last Friday. Thank you to Mrs. Judd, Ms. Sturges, Mrs. Musgrove, Mr. Snow and Mrs. Balam for participating.
4. The first Classroom Rep meeting was held 9/3.
5. Birthday Grams continue.
6. Announcements/Tech/and Snack Cart sales continue.
7. 6<sup>th</sup> Graders will be working on October Birthdays.
8. 6<sup>th</sup>/7<sup>th</sup>/8<sup>th</sup> Graders are working on publicity: Club Rush (10/8), Club Table Signs, National Hispanic Heritage Month (9/15-10/15), National IT Professional Day (9/21) and Kindness Posters.
9. The LTA Committee is working on Wacky Week activities.

**Upcoming:**

1. Classroom Rep Meeting 10/1
2. Club Rush 10/8
3. Custodian Appreciation Week 10/4-10/8
4. Wacky Week/ Halloween Fun- the week of 10/25-10/29
5. COTY- Costume Day 10/29

## **V. New Business:**

- a) Nicole Judd requested changing the order of the agenda discussion to move up Committee Reports immediately after New Business, and prior to Principal, Assistant Principal and Dean of Activities updates. This request was received favorably by other members.

Carrie Halvorsen suggested moving Committee Updates ahead of Public Comment. Greg Saltzberg liked this suggestion but noted that having Public Comment at the top of the agenda is convenient for parents who want to participate for this section then leave the meeting. Nicole Judd will double-check Robert's Rules of Order to see if Public Comment can be moved further down in the agenda. This suggestion may be revisited at a later time but for now, Public Comment will remain immediately following Approval of the Minutes.

## **VI. Committee Reports:** (originally Section X on agenda)

- a. DAC – provided by Carrie Halvorsen
  - The first DAC meeting for this school year took place on 9/14/2021.
  - Another school site suggested that notes from the Principal's DAC could be shared by the school district via a monthly newsletter.
    - Nicole Judd will plan to start sending out a DAC Smore communication to provide a summary of updates to families.
  - It is enrollment month at our Thousand Oaks libraries and a good time for students and families to go and sign up for their library cards.
  - Unity Day will be celebrated on October 20th. Everyone is encouraged to wear orange to show unity for Kindness, Acceptance and Inclusion.
  - The school district is planning Outdoor School this year in the Spring and the district coordinator is new. There will be an information night in October or November; no date has been set as yet.
    - Melissa Crawford asked whether Outdoor School will be offered to current 7th graders who missed the opportunity for this as 6th graders due to the COVID-19 pandemic. This has not been discussed to date, but Carrie will inquire about this at the next DAC meeting.
  - The CVUSD Forward section of the CVUSD website is the go-to place for all COVID-19 related information. It would be helpful to promote awareness about the CVUSD Forward icon as many families did not know about it.
  - Starting next school year, all high schools will start at 8:30am. Per state of California starting in Fall 2022 there will be no instruction before 8:30am but total instructional time will remain the same, so the school day will end at a later time than currently.
  - CVUSD is collecting school Spirit Wear for Conejo Closet. They are looking for gently used items from culminating 8th graders and need volunteers to collect spirit wear.

- b. GATE DAC – provided by Melissa Crawford
- The first Gate DAC meeting for this school year took place on 9/3/2021.
  - This meeting focused on providing updates on how COVID-19 protocols in district schools are going, including challenges around contact tracing especially in middle and high schools.
    - Roya Klaidman asked why Principals have been tasked with performing COVID-19 contact tracing as this seemed that it would be a difficult and time-consuming activity. Nicole Judd replied that this activity does require some time, but Principals usually know the student population the best, and that she, Paola Vargas and Dawn Jacobson have been doing contact tracing together.
  - Questions about independent study for students in COVID quarantine were discussed and it was noted that ZOOM instruction is not available to students in quarantine.
  - Starting this year, the process of student testing for GATE identification will be changed from Opt-Out to Opt-In, with the goal of allowing more students to be identified. This year's 4<sup>th</sup> graders will be tested in the Fall. The deadline for requesting for a middle school student to be tested for GATE identification has passed (9/18/2021), but parents that are still interested can reach out to Melissa for more information.
  - 2 GATE enrichment activities are in process of being planned – one of these is a middle school event for a virtual tour of JPL.
  - The first Redwood Middle School GATE enrichment activity took place earlier today (9/21/2021) with Ms. Salvoski and was called "Share Your Passion!" where students were encouraged to share their passion/interest with other students for further discussion.
- c. ELAC (English Learning Advisory Council) – provided by Paola Vargas on behalf of Patricia Aguirre who was absent.
- DELAC (District ELAC) will have its first meeting on 9/28/2021.
  - The first Redwood Middle School ELAC meeting for this school year took place last week via ZOOM. 18 families attended which was more than previously. The discussion focused on how to access Q Parent Connect, EL testing and attendance. Leslie Chicas also attended to provide information on the Boys and Girls Club.
- d. SEDAC (Special Education District Advisory Council) – provided by Angie Biehl
- The second meeting was held this morning, 9/21/2021.
  - A Safety Plan presentation was provided by Gary Bradbury, Director of Safety and Risk Management for CVUSD. Information was provided on safety drills and training for staff as it related to SPED students. An explanation was provided on the annual safety survey for each school site. A review of these will be done this Fall.
  - An update was provided on stimulus funding by the state of California for

students to address impact of the COVID-19 pandemic including learning loss. CVUSD will receive \$559 per student to be used for these needs. A plan will be needed by October 1 for how this funding is spent and the district will be reaching out to stakeholders for feedback.

- The district is working on COVID-19 information sheets specific to each school site. These will contain information such as who to contact if there is a COVID-19 exposure, a symptoms checklist etc.
- School choice applications will be available starting November 1.
- Transition meetings are coming up and are planned for –
  - Elementary to Middle School: November 10, 5-6pm
  - Middle to High School: November 3, 5-6pm
  - Preschool to Elementary school meeting still to be scheduled
- Unity Day will be celebrated on October 20th. Everyone is encouraged to wear orange to show support.

e. AADAC – provided by Niki Wikstrom

- The first meeting was held on 9/17/2021.
- As this is a newly formed group, the first meeting focused on introductions and getting to know one another. The meeting was held on short notice so many parents from other schools were unable to attend.
- CVUSD Assistant Superintendents Lisa Miller and Kenny Loo, and Superintendent Mark McLaughlin were in attendance.
- Some parents of high school students shared that students did not know where to go to report incidents related to discrimination. It was discussed that the method for reporting discrimination incidents anonymously needs to be publicized so students feel safe to speak up.
  - Nicole Judd shared the link to the CVUSD Confidential Incident Report Form and noted that this was shared in the past but has not been revisited. She suggested the possibility of including a note about this in the Viking Voice to make students aware. The link to the form is included [here](https://docs.google.com/forms/d/e/1FAIpQLScfsVc35CIsPQ_4DVtsfYMYiTfuHQLkCkRFbGm8EPamwQ6lqQ/viewform) - [https://docs.google.com/forms/d/e/1FAIpQLScfsVc35CIsPQ\\_4DVtsfYMYiTfuHQLkCkRFbGm8EPamwQ6lqQ/viewform](https://docs.google.com/forms/d/e/1FAIpQLScfsVc35CIsPQ_4DVtsfYMYiTfuHQLkCkRFbGm8EPamwQ6lqQ/viewform)
- The group also discussed how to connect to the larger community to share their concerns and how these could be brought to individual School Site Councils.

f. LGBTQ+ Advisory Council – provided by Margo Tameris

- This is a new group that was formed to address the needs of the LGBTQ+ student community.
- The first meeting was scheduled for 9/22/2021 so there was nothing to report at the time of this meeting.

**VII. Principal Update:** (originally Section VI on agenda)

- a) Nicole Judd reviewed the SPSA – Accountability and Monitoring tool. She referenced an email from Christine Evangelista asking about the level of detail required in the evidence/comments part of each question in the SPSA Accountability and Monitoring tool (Google form). She noted that evidence/comments are not mandatory but provide additional detail and insight that is helpful to her as she compiles all feedback on the SPSA. She requested that all SSC representatives submit the form by September 23 so all of the data may be compiled by the due date of September 24.
- b) Nicole Judd noted that teachers successfully navigated through Back to School and that she attended for the first time as a parent. She asked the SSC for feedback. Individual comments were provided by Chakameh Azimpour, Niki Wikstrom, Margo Tameris, Greg Saltzberg, Melissa Crawford, Carrie Halvorsen, Angie Biehl, Stacey Wasson and Zachary Snow.
- The general consensus was that all teachers did an outstanding job with Back to School Night and the Zoom virtual meeting format provided convenience to families and possibly allowed for increased attendance. Some noted that they found it a bit stressful moving from one session to the other, a lot of information was presented in a short timeframe, and it seemed that 10 minutes was not enough for each session. For parents with students across multiple grades or different schools that had Back to School Night the same evening, it was very difficult to juggle listening in to both events. While the virtual format was appreciated, some noted that they missed the lack of face to face and personal connection with the teachers.
  - One parent inquired whether it would be possible for teachers to record their presentations, so these could be available for playback at a later time, to help parents that had multiple students in different grades or schools.
  - Stacey Wasson was not sure that she would want to be recorded, and it was discussed that there may be some privacy issues with recording on Zoom. Zachary Snow made a PowerPoint presentation and uploaded this to his Canvas page, with translation in Spanish as well. Nicole Judd suggested that if teachers presented slide decks, they could post these on their Canvas pages for parents to view.
  - Carrie Halvorsen suggested that perhaps we could have a Teachers' Coffee, similar to the Principal's Coffee to provide a forum for parents to connect with teachers. Nicole Judd said that she would revisit the possibility of resuming the Principal's Coffee. Christine Evangelista suggested a virtual Principal's Coffee in place of an in-person meeting, to give parents some virtual face time.

**VIII. Assistant Principal Update:** (originally Section VII on agenda)

- Paola Vargas said that she enjoyed the flexibility to be able to Zoom into Back to School Night as she was out of the office.
- She noted that the first quarter period ended on 9/17/2021, and that teachers

were in process of entering grades. Progress reports are only intended for students who have grades of a D or F, and parents of these students will receive a phone call regarding this.

- She noted that there were several new staff members this school year as follows -
  - Amy Berg, Jennifer Lundberg and Samantha Whitney – 6<sup>th</sup> grade
  - Heather Dingbaum - Social Studies
  - Jacob Fisch and Kaitlyn Wilkens – Science
  - Laura Leininger – Chorus
  - Henry Pineda – Special Education, part-time
- Corine Musgrove is working with Thousand Oaks High School ETHOS program coordinator with the goal of building a pathway to ETHOS at Redwood which will be called the REAL Academy. REAL stands for Redwood Entrepreneurship Academy for Learning.
- Corine Musgrove also noted that there are two rotating electives for 7<sup>th</sup> and 8<sup>th</sup> grade students – EPIC and Music Appreciation, or Intro to Spanish and Entrepreneurs.

**IX. Dean of Activities Update:** (originally Section VIII on agenda)

- Dawn Jacobson referenced the Student Report provided by Jace Walker regarding the many activities going on at school and in planning.
- The Thousand Oaks Teen Center sports leagues have begun at Redwood.
- Redwood’s Disaster Plan is in place and we are fully prepared.
- Attendance is being monitored. It was anticipated that students would struggle with attendance this year with going back to 6 classes a day, but in general this is off to a great start. Dawn is working with about 18 families to help with improvement in attendance.
- Dates to note include –
  - Makeup picture day – 9/27/2021
  - One major fundraiser of the year called “Step It Up” – 9/30/2021. Redwood did not have a fundraiser last year and are hoping for students to bring in donations of any amount.
  - Club Rush – 10/08/2021. This is a huge event at Redwood, and we have the most clubs out of all CVUSD middle schools. There are already 12 clubs, with an estimated 25 by time of Club Rush. Clubs will always be posted in the Viking Voice. Parents are asked to encourage their students to join a club to stay connected.

**X. Redwood Boys and Girls Club:** (originally Section IX on agenda)

Nicole Judd provided an update on behalf of Leslie Chicas who was absent. The Boys and Girls Club has started enrichment programs which are free for members. They have also started back Lunch Bunch which costs \$100 for the entire year. Carrie Halvorsen asked how many students attend the Boys and Girls Club. Nicole Judd did not have current numbers, but said that in the past, 50-60 students have been in the afterschool program. Dawn Jacobson noted that there were about 30 students

attending Lunch Bunch 2 years ago.

**XI. Old Business:**

- Chakameh Azimpour noted that she read in the local newspaper about incidents of vandalism in Ventura County schools in response to a Tik Tok video. She asked if we were experiencing this at Redwood and within other CVUSD schools. Nicole Judd replied that there had been some minor incidents at Redwood, but these were addressed, and we have not had any other issues. In general, our district schools have not experienced much vandalism or stealing as was seen in other districts. She will be sending a message this evening to all families regarding this.

**XII. Adjourn: 4:52pm**