

**Certificated Superintendent's
Roundtable
April 4, 2018
Minutes**

Chairperson, Kirsten Madueña called the meeting to order at 3:32 p.m. with the following representatives present:

Jean Howard, Central
Jerie La Roche, El Toyon
Dawn Salisbury, Kimball
Myrna Kahle, Las Palmas
Mike Monfort, Lincoln Acres
Eleanor Cruz, Olivewood
Kirsten Madueña, Rancho de la Nación
Tamlyn McKean, NCETA

Representatives absent:

Corey Couron, Ira Harbison
Joanna Hartley, John Otis
Matthew Bandy, Special Ed.
Susana Benton, Preschool

District Office Representatives present:

Leighangela Brady
Jocelyn Sandoval
Chris Carson

PJ Whitney

1. Approval of draft minutes from January 31, 2018. Kirsten Madueña
Jean Howard moved and Tamlyn McKean seconded to approve the minutes of the January 31, 2018 meeting. All were in favor, none opposed.
2. Emergency Situations. Chris Carson
Tamlyn McKean shared staff concern regarding the procedures taken at the Palmer Way flood emergency where an A/C unit malfunctioned during a weekend and flooded classrooms. This situation displaced Special Ed. and preschool classes. Tamlyn expressed concern with the communication and collaboration throughout the ordeal.

Chris Carson stated that the law in every situation has to be assessed first. In the emergency with Palmer Way the length of time was uncertain due to the testing required to clear the area. The option of installing portables may seem to be easy, but in reality it is difficult to acquire. Health and safety is the number one priority, and in taking preoccupation the decision to change the locks was made.

Dr. Brady suggests brainstorming ideas to improve the communication between administrators and staff. She stated that perhaps creating an FAQ on unplanned situations and assigning a point of contact would help.

Eleanor Cruz suggested that when emergencies like this occur a message be relayed to all staff.

3. Classroom Blinds. Chris Carson

Myrna Khale asked when blind installations were going to occur. Chris Carson stated that we have approval to go out to bid, but at the moment not moving forward. We still need to conduct more research on what type of blinds would work best for the different types of classroom windows. Chris shared that he has also look into a bullet proof film that goes on top of windows, we have asked for an informal quote.

4. Promotion Clothing. Kirsten Madueña

Kirsten Madueña asked what the district policy is on kindergarten and sixth grade promotion attire. The practice on promotion clothing seems to vary from school to school. Dr. Brady suggested this be taken to leadership to work on creating district-wide guidelines.

5. MTSS Tier I + Tier II. (follow-up) Paula Jameson-Whitney

PJ Whitney addressed past meeting questions regarding the RtI process. She shared that every school does have a schedule for when enrichment teachers' release every seven to eight weeks on rotation.

Besides RtI time, there is also data team time where teachers can discuss systems of behavior support and academic support. PJ has begun putting together next year's schedule and will consider the time needed to meet between a larger and smaller school.

PJ shared that the LCAP includes additional behavior support from a school social worker and assistance from interns.

7. Open Forum.

a) Dance program.

Several representatives shared dissatisfaction with this year's dance program. PJ shared she works with Young Audiences to review satisfaction and make adjustments. PJ suggested sending a survey and addressing the issues with the programs facilitator.

b) Pink/Blue cards.

Mike Monfort expressed concern with the pink/blue cards and class building. Mike asked if the district is ultimately who make changes to what has already been built. Dr. Brady stated it would be good to create protocols. This will be brought up at Leadership.

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c) Newcomers.

Jean Howard stated she has received her fourth newcomer this school year. She asked about creating a third grade Spanish newcomer class. Dr. Brady stated that they would need to relook at third grade new comers all languages numbers.

The meeting was adjourned at 5:09 p.m.

Jocelyn Sandoval, Recorder