



SITE BASED DECISION MAKING COMMITTEE (SDMC) AND SAFETY COMMITTEE MEETING

WEDNESDAY, JANUARY 15, 2025

MINUTES

Minutes

Introductions:

- Veronica Celedon (Principal), Amber Akhtar (AP), Syreeta Lazarus (AP), Ana Silva (Magnet) parents, PTO members, and other stakeholders reintroduced themselves.

Agenda Overview:

- Focus on unfinished topics from the last meeting.
- Bulk of the discussion centered on enrollment, staffing, retention, and addressing perception issues.
- A follow-up meeting is scheduled for February.

Key Updates:

1. Enrollment:

- Current student enrollment: 707 (as of January).
- Magnet application window for Phase 1 closes on February 12th.

2. Staffing:

- Total faculty and staff: 43 instructional staff, including 6 middle school teachers, 6 specialists, and 4 SPED staff
- Teacher attrition: Three transitions occurred since the start of the school year (2 personal exits and 1 retirement). All positions have been filled.

3. Retention and Perception:

- Discussion on retention trends and strategies to address perception issues.
- Clarified reasons for student departures (e.g., private schools, moving out of district/state, or special program needs).
- Agreed to provide clearer data in future meetings (e.g., enrollment deltas).

4. TES:

- Viewed the district presentation on TES
- Discussed, Collaborated, and voted on the preferred framework.

5. Next Steps:

- Address misaligned perceptions through improved communication.
- Examine factors affecting teacher and student retention.
- Continue discussions on enrollment and staffing updates.

Feedback from Stakeholders:

- Emphasis on creating clarity about retention and mitigating misperceptions.
- Request for data on changes in enrollment and staffing over time to better understand trends.

Meeting Summary and Actionable Points

1. Family Engagement and Exit Conversations

- Emphasis on the value of personal, one-on-one conversations with families withdrawing from the school.
- Use of an interview survey to capture feedback and reasons for leaving.
- Maintaining confidentiality and sharing aggregated insights with leadership.

2. Attendance Strategies

- Collaboration with PTO to design incentives for improved attendance, particularly before extended breaks.
- Proposed initiatives:
 - Weekly or monthly rewards, such as free dress days for top-performing classes.
 - Fun activities planned before holiday breaks to encourage attendance.
- Current attendance analysis:
 - Identified students with chronic absenteeism (10+ missed days).
 - Goal: Sustain an average attendance rate of 80% or higher.
 - Noted a drop in attendance from October to January (from 96.9%).
 - Action: Develop targeted strategies to address these dips.

3. Assessment and Data Reflection

- MAP Testing:
 - Students are reflecting on their progress and growth.
 - Teachers are actively reviewing data to support individual student needs.
- Grade-Level Challenges:
 - First grade: Transitioning to computer-based testing.
 - Third grade: Addressing technological readiness gaps.
- Focus Areas:
 - Supporting students in the lower percentiles ("red") to progress to "yellow" and "green."
 - Analyzing data by grade and subject for targeted interventions.

4. Instructional Quality and Evaluation Framework

- Introduction of the TES (Teacher Evaluation System):
 - Includes spot observations as a key evaluation method.
 - Plans for appraiser certification to ensure consistency and accuracy.
 - Enhanced support through video exemplars and calibration training.
- Proposed adjustments:
 - Separate planning and professionalism into distinct evaluation components.
 - Consider removing the mandatory extended 45-minute observation.
- Rubric clarity:
 - Unified rubric for observations to minimize confusion and enhance transparency.
- The committee voted for Option E in the TES framework
 - Feedback: How does the framework consider specialty schools with IB PYP and Dual Language programs? How will the student survey be rolled out to students or how will we standardize the process?

5. District-Wide and Campus Goals

- **Alignment of evaluation frameworks with district priorities.**
- **Continued focus on transparency and stakeholder engagement.**
- **Investment in tools and resources for effective data-driven decision-making.**

6. Technology and Assessment Challenges

- **Transition to online assessments (e.g., STAR 2.0):**
 - **Challenges with technological readiness, especially in younger grades.**
 - **Importance of comparing historical data accurately.**
- **Action Plan:**
 - **Train students to improve comfort with online testing.**
 - **Review and adapt instructional strategies to align with updated assessment formats.**

7. Additional Notes

- **Ongoing discussions about student performance and district-level initiatives.**
- **Plans to share detailed assessment data and projections at future meetings.**
- **Exploration of new attendance and instructional strategies tailored to specific campus needs.**