

Los Angeles Unified School District  
Cowan Avenue Elementary  
School Site Council  
Minutes  
October 16, 2018

**I. CALL TO ORDER**

- a. The meeting was called to order at 3:30pm by Senta Newell, Chairperson.

**II. PLEDGE OF ALLEGIANCE**

- a. The Pledge of Allegiance was skipped in the interest of time.

**III. WELCOME**

- a. The Chairperson greeted the SY 2018-2019 SSC members.

**IV. ROLL CALL**

- a. Roll call was conducted by Senta Newell, Chairperson.
- b. The quorum was established with 8 members present, 2 members absent.

**V. MINUTES**

- a. The minutes from the previous meeting were provided for all the members.
- b. The members were given time to read the minutes in silence.
- c. An opportunity for suggested changes was made by Senta Newell
- d. No members suggested changes
- e. A motion was made to accept the revised minutes for August 28, 2018.
- f. The motion was accepted by Tsehai Russell, Staff Member.
- g. The motion was seconded by Gaila Williams, Community Member.
- h. A motion to accept the September 11, 2018 minutes was made by Senta Newell, Chairperson.
- i. The motion was accepted by Gaila Williams, Community Members.
- j. The motion was seconded by Michelle Gaines-Jones, Staff Member.
- k. The motions to accept the minutes was made by Senta Newell, Chairperson.
- l. The results were 8 people in favor, 0 opposed and 0 abstentions.
- m. The motion carried.

**VI. SAFETY COMMITTEE PRESENTATION**

- a. Christina Galvan presented the Safe School Plan to the committee.
- b. New items on the plan were presented including student incentives to encourage safety at the site.
- c. She opened the floor to questions from the committee.
- d. Members questioned Ms. Galvan on school wide plans for particular drills to ensure student preparedness in a variety of emergency situations.
- e. Ms. Galvan provided scheduling information and planning for all District mandated monthly drills.
- f. She provided insight into the various components of the Safe School Plan.
- g. No further questions were asked by the members.
- h. There were no public comments made.
- i. No members of the public addressed the Council.

## **VII. PRINCIPAL REPORT**

- a. The principal spoke about the following data metrics: DIBELS, SBA, IAB, and LAUSD School Experience Survey.
- b. He provided background information for each of the metrics and the import of its focus in determining whether we had met our SPSA goals for the year.
- c. He provided analysis of the grade level data from the school wide DIBELS report. The data was explained in terms of the takeaways for instructional planning. The conclusion was that the school was meeting its instructional goals for the beginning of the year.
- d. Discussion ensued on how to track students through grade levels. Comparative discussion was made on how students have progressed spanning from Kindergarten through sixth grade with regard to our SPSA Language Arts goals for 2017-18. It was determined that the data indicated a drop from 2016-17.
- e. The principal presented the Smarter Balanced data for the SY 2017-2018.
- f. Discussions on the comparative graphs were made to acknowledge the upward growth from students in grade 3 – 6. Analysis of the data included focus on the number of students who have MET standards. The principal made this point to emphasize how instructional goals are being met and are also aligned to the school vision: every students learns. The principal identified how the data indicated that instruction had helped the school meet its SPSA learning outcomes goals for the end of the 2017-2018 school year in both Math and Language Arts.
- g. The importance of teacher data analysis opportunities as a direct reason for demonstrated success.
- h. Disaggregated grade level data was presented to the committee.
- i. Suggestions to provide greater support in first and fifth grade was made to help facilitate greater success and growth in the coming year, including continued access to technology or other academic programs, including intervention, during and afterschool.
- j. The principal advised that at all subsequent meetings IAB and DIBELS data would only be used, until we complete the SBA summative assessment in Spring 2019, when we will have access to preliminary data.
- k. The principal provided an informational summary from LAUSD's School Experience Survey, including the areas of success in academics and overall campus climate. He addressed the areas of weakness in terms of a lack of a Parent Center and enrichment opportunities. Both areas have been addressed this year, as we have both a Parent Center and several enrichment activities, including gardening, music, and art for all students each week.
- l. Daimen Sojoyner expressed concern over yard supervision for kindergarten students. Suggestions for morning expectations were discussed. Tsehai Russell offered a suggestion for morning exercise routine around the track. Gaila Williams provided feedback from an Officer's meeting where data indicated that Cowan's overall rating among students was high with regard to bullying.
- m. The principal concluded his reporting to members.

## **VIII. BUDGET MODIFICATION**

- a. Senta Newell, Chairperson, opened the floor for discussion on how to allocate second dispersal of Title 1 funds.
- b. Based on the data, Shannon Seta, Secretary, made the suggestion that the second allocation be used to support teacher grade level meetings, training, and/or lesson study opportunities to continue meet SPSA performance in Math and ELA.
- c. Senta Newell asked the principal for clarification to determine specifically how allocation to these budgets would directly support discussed objectives for target grade levels as earlier stated in the principal's report.
- d. Senta Newell proposed a previously discussed goal to purchase PlayWorks with a possible second allocation. It was clarified that PlayWorks was funded by the 2018-19 SPSA.
- e. Discussion was brought to discuss splitting the money between various budget items, so as to support teacher professional development and student enrichment opportunities.

- f. Following the discussion, Senta Newell asked if any member wanted to make a motion.
- g. Tsehai Russell motioned that 35% to teacher X-time (direct time), 35% to teacher X-time (indirect time), and 30% to transportation.
- h. Senta Newell accepted the motion and called for a member to second the motion.
- i. Jane Wilkins seconded the motion.
- j. Senta Newell opened the vote to discussion.
- k. The motion to accept the vote was made by Senta Newell, Chairperson.
- l. The results were 8 people in favor, 0 opposed and 0 abstentions.
- m. The motion carried.

#### **IX. MEAL APPLICATION DRIVE**

- a. Shannon Seta presented information from Cowan's LAUSD Focus dashboard, which indicated that the school had hit 65% qualification during our Fall meal application drive, a small increase from last year's metric.
- b. Included in the metric was an increase in overall student population, which Mr. D noted was successfully represented in the drive.
- c. Success was attributed to the work done by our Parent and Community Representative, Jackie Romano, greater communication between staff and community members, and a 6-week long student incentive raffle drawing program.
- d. Gaila Williams discussed previous times when Cowan had reached 65% and indicated the increase in per pupil funds was helpful in supporting student programs.
- e. Shannon Seta explained that she was advised that rankings were still being determined, and that qualification criteria might be changing. She indicated that she would update the committee as soon as she was notified.

#### **X. VOTE**

- a. Senta Newell called for the committee to readdress the vote for the position of the Vice-Chairperson between candidates, Daimen Sojoyner or Gaila Williams.
- b. Members were provided blank ballots and instructed to indicate their vote by writing in either Daimen Sojoyner or Gaila Williams.
- c. Members voted and ballots were collected.
- d. Votes were tallied by Richard DaSylveira and Tsehai Russell.
- e. The results of the votes were as follows: 5 votes for Gaila Williams and 3 votes for Daimen Sojoyner. None were opposed. None abstained.
- f. Senta Newell, Chairperson, closed the floor to this election. The Vice-Chairperson officer position for SY 2018-19 was assigned.
- g. No public comments were made.
- h. No members of the public addressed the Council.

#### **XI. ADJOURNMENT**

- a. A motion to adjourn the meeting was made by Senta Newell, Chairperson.
- b. The motion was seconded by Gaila Williams, Chairperson
- c. The results were 8 people in favor, 0 opposed and 0 abstentions.
- d. The motion carried.
- e. The meeting was adjourned at 4:58pm.

#### **XII. CLOSURE OF MINUTES**

- a. These minutes were respectfully submitted by Shannon Seta, Secretary.
- b. Minutes are signed by the designee.

- c. Minutes are dated on November 2, 2018.
- d. The minutes were posted on the school website on November 2, 2018.

Secretary \_\_\_\_\_ Date \_\_\_\_\_

Posted on November 2, 2018 in the Main Office