



Meeting Minutes

Walnut Acres Parent Faculty Club
February 20, 2018

Board Members Present: Jill Riddlehoover, Anna Halverson, Brooke Giddings Maria Valladolid, Colleen Dowd, Elise Lewis, Mia Carella, Stephanie Perham, Caroline Jones, Sandie Dudley, Catalina Franklin, Erica Davis, Cherise Khaund, Arsinoe Ferry, Shakeya Garcia, Sarah Hickman Auger, Christianne Cohen, Caroline Clerempuy

Non-Board Members Present: Renee Pistrin, Jason Berger, Adam Murphy, Bobby Babzani, Laurie Barnes, Ryley Katz, Adam McBride, Pat Mitsch, Glendalee Soto, Jamie Faisa, Tony Devincenzi, Erin Eyerly, Homaira Gailani Wright, Terry Wright, Danielle Getty, Asma Faulu, Mark Share

Approval of Minutes: Motion to approve January 16 minutes by Glendalee Soto; seconded by Elise Lewis. Vote by show of hands. Majority yes. None against and no abstentions. January 16 minutes approved.

Principal Update: Colleen Dowd

Budget:

1. Carry-over funds have been partially returned (20% reduction to 0301 funds)
2. Reduction to budget for 2018-19
 - A. 0301 from \$47,640 to \$37,284 – general funds for supplies, materials
 - B. 0930 from 25,920 to \$17,280 – supplemental monies for students at-risk, foster youth, English Language learners, homeless youth etc.

What that means:

1. Currently the school covers the salary of ½ of reading intervention teacher, Lindsay Svenson and ¼ of Megan Zeitler.
2. For 2017-18 I used carryover from 2016-17 to cover .1 FTE for Lindsay Svenson. We can't count on that carryover again.
3. I would like to ask PFC to cover .1 FTE for Megan Zeitler for 2018-19. You may not be able to take that on, but that is my request to continue our intervention work.
4. We will spend money on basics of general supplies (including paper, printing etc.) and substitutes to cover teacher time for reading assessments/analysis/PLC work as well as overtime for special services

Why the drop?

1. Enrollment down from 9/2016 to 9/2017- which are the numbers used for allocating funds per child
2. District concerned about state funding

Enrollment:

1. District wants us to consider larger classes and combo classes if necessary so they can reduce WA by 1 teacher
2. 100 kindergarteners enrolled; 26 TKers; 7 new students in other grades
3. Appears we will need 4 K classes at this point

Upcoming events:

1. Soul Shoppe assembly on 2/21 – Topic is “Being an Upstander”
2. Fairness Sing-out on 2/28
3. Parent workshop on “Being an Upstander” on 3/28 in library after March Sing-out

Activities:

1. Safety Plan approved by SSC –will have parent speak about plan at a future PFC meeting
2. Giving new ELPAC state English Language learner assessments between March and April

Teacher Reports: Mia Carella & Stephanie Perham

Grade: K

- Language arts-We continue to move forward with Readers and Writers workshop. With Dr. Suess’ birthday around the corner, we’re also focusing on rhyming words.
Math- We continue to work with number bonds, adding and problem solving. We are also studying shapes.
- Science- We are concluding our FOSS Wood study by making cooperative Wood Cities.
Social Studies- We are talking about famous Americans and our life skill of fairness. We also enjoyed celebrating the Chinese New Year.
- We are focused on 21st Century Learning with our Wood Cities. We are working on using our Soul Shoppe “I” messages.
- Our next field trip is to the Sensory Garden at Heather Farms Park.
- We are most excited about assessing our kids and seeing all of the growth that they’re making socially and academically.
- We are grateful to PFC for all of your hard work! Thanks for all that you do for our great kids

Grade: 2nd

- Language arts-In reading, we are continuing our non-fiction unit where we grow and share newfound information, learn the vocabulary of a new topic and compare and contrast the main ideas when reading across a topic. In writing, we are learning to write as scientists do, writing to teach others about our discoveries and taking an informational writing piece from rough draft to final draft.
- Math-In math, we will continue adding and subtracting two and three digit numbers with regrouping. This is one of the biggest math concepts taught in 2nd grade.
Science-We are learning about simple machines in preparation for our big engineering project coming up in March.
- Social Studies-We are learning about and celebrating Lunar New Year as a grade level by rotating to different classrooms to participate in different activities.
- We are focused on 21st Century Learning with our next engineering project. We will be using our knowledge of simple machines to design and build leprechaun traps. After building, we will reflect and talk about changes that would improve our design.

- Our next field trip is to the Leshner Center to see Pete the Cat on Friday, February 23rd.
- We are most excited about our upcoming field trip and our class play coming up in April.
- We are grateful to PFC for our wonderful instructional aids and our teacher allotment that we use to fund many of our STEM / Design Thinking challenge materials.

Grade: 3

- Language arts- We are working on Opinion Writing in WW and starting our Biography unit in Reader's Workshop. We had so much fun publishing our information stories using print shop in our last unit!
- Math- We are working on fractions; ordering and comparing fractions using different models including pictures, models, and real life examples.
- Science- we are continuing our unit on weather and hoping we get some good rain storms so students can track the weather patterns daily.
- Social Studies- We are continuing to learn about the history of Walnut Creek as well as practicing kindness throughout the school for our kindness month.
- We are focused on 21st Century Learning with hyperdocs and google classroom collaborations as well as our coding of the ozobots in the STEM lab.
- Our next field trip is to the Ultimate Field House and ARF
- We are most excited about our fun third grade collaboration days!
- We are grateful to PFC for all the hard work that has gone into the auction!

Grade: 4th

- Language arts- Our fourth grade readers are currently learning how to read non-fiction by identifying and using text structures. As part of learning about extreme weather, the students working in collaborative research groups, synthesizing their reading by taking notes using a common text structure. Their ultimate goal is to present their research to the class. Our fourth grade writers have recently published their personal essays and are now working on a persuasive essay. This process includes stating a thesis with reasons and researchable evidence to support their claim.
- Math- We are studying double digit multiplication using partial products and utilizing the area model as a visual representation.
- Science- Our current focus is on Adaptation. We are studying how plants and animals change to adapt to changes in their ecosystems. We will focus on physical and behavior changes that help animal and plants survive. We will also be working in the STEM Lab to create and animal we have invented to adapt to a fictitious situation.
- Social Studies- Our current focus on the history of the state of California is the time period when the Missions were established. Each student will study one of the 21 Missions and create a storyboard to share what they have learned.
- We are focused on 21st Century Learning by using our Chromebooks to research extreme events and missions.
- Our next field trip is to San Juan Bautista on March 15th.
- We are most excited about learning more about our 3D printer to see how we can use it to make a model of our Science adaptation projects using TinkerCad.
- We are grateful to PFC for the upcoming Walnut Acres Auction Gala. We are incredibly appreciative of all the PFC does to support our children and teachers.

Grade:5

- Math- geometry area of parallelograms and triangle and other complex shapes

Writing and reading- Arguments and opinions
Science -weather

- Excited that we received enough money to do the field trip where we will have the opportunity to walk through the American Revolution.

Happening Now:

Activities:

- MDUSD Education Foundation: Cherise Khaund district wide foundation goal is to raise money for all the students in the district. This would be over and above what parents provide to their child's school. Website, facebook and twitter page are live. There are a few committees. 30K award was given to the District Academy Awards. It is a district wide dinner that celebrates positive activities and people throughout the district. Money from the Academy Awards have been given to the foundation. Goal is to spend 20K for arts programs in the schools. The foundation is set up to create equity across the schools. The idea is to find a few great art ideas and offer it to all the schools in the district. Math and Speech and communications are other areas of interest for the foundation. Contact Cherise Khaund for additional information.

Art Show: Arsinoe Ferry

- March 15th. Volunteers needed for March 14th Bakers for March 15th are needed. Forms will be provided to students this week. It is also available on Konstella and on PFC website. Any art work is acceptable. Does not have to be something new. It can be something they created in the past. Art Awareness teachers will be presenting best work for the year and students can also submit individual entries.

Auction: Shakeya and Catalina

- Sold out. Third home needed for the wine walk. First home is appetizers, second home is dinner/heavy appetizers. Third home is dessert wine/beers. They can cut it off at 11pm. Location of the home needs to be Blackstone, Wiget, Casa Grande Court area. 60-80 couples. Wine donations still being accepted. All proceeds go back to the school and donations can be picked up from your home. Help is still needed on auction night. Online auction started as of yesterday. Parent buy-in not on the list. Kids buy-in parties are selling out quickly. All items are open until Feb 27.

Jaguar Fund: Christanne Cohen

- Parent contributions at 90%. Corporate matches are still coming in. Please ask your company if they match. Christiana can help you with submitting receipts. Next year looking at payment installments for Jag Fund.

Student Supply Kits: Anna Halverson

- Keokit is a new vendor that is going to be used. They give back to kids in need. It is a flexible system that is customizable.

Treasurer- Financials: Maria Valladolid

Financials are posted online on PFC website. Projecting 20K over budget for staffing costs. We will be looking at numbers to see if there will be a need to cut budget items.

Old Business: Storage shed - move to next month agenda. Tim is to follow up with Dr. Dowd.

New Business: Safety Meeting

In light of concerns regarding school safety, Dr. Dowd invited Jeff Smith, Security Specialist to attend this meeting and address parent questions and concerns regarding school safety. Mr. Smith's first recommendation was to conduct a school-wide risk assessment to identify safety vulnerabilities specifically present at Walnut Acres elementary. His second recommendation was to prioritize allocation of funds based on the findings of the risk assessment. Mr. Smith also indicated that the overall risk of school shootings is low for elementary schools. He mentioned that most school shootings occur in high schools or middle schools. Mr. Smith recommended establishing policies and procedures for school emergency situations. Dr. Dowd indicated that such procedures are currently in place.

Dr. Dowd stated that the school practices the safety plan on a monthly basis. It includes monthly fire drills, intermittent earthquake, intruder, and active shooter drills. Mr. Smith recommended that the local police be invited to participate in intruder and shelter in place drills. Dr. Dowd also stated that cameras are functional throughout the campus. The school safety procedure requires everyone to sign in when they are coming on campus during school hours. Dr. Dowd requested that parents make sure that no children are left alone on the school campus before 745 am or after-school. Another parent asked what the school protocol is for violent or threatening behavior and language by a child. Dr. Dowd stated that WA responds to all language and threatening behaviors both in terms of immediate discipline and parent notification then provide more long-term support for a child depending on the need. She also recommended that parents discuss with their children the topic of secrets and what secrets they can't keep such as a child who want to hurt themselves or others.

Parents asked for details on what the safety training in the classroom look like?

Dr. Dowd stated that staff are trained to keep all kids in the classroom and pull in any students who are outside or on the playground. Notification of any campus-wide emergency is done over the loudspeaker. The office also calls every room to see if all students are accounted for. Some concerns were raised on what the protocol would be if the office happens to be the first point of intrusion and the office is unable to notify classrooms. This will be a consideration for the Safety Committee. Other parents inquired about having more supervision during pick up times.

A parent stated that substitute teachers are not necessarily aware of the emergency procedures. Dr. Dowd stated that MDUSD should be providing substitute teacher training on Emergency Response. There was a concern that a parent was able to come to the sub teacher and state that they had checked into the office and are there to take their child. The teacher has no confirmation or contact from the office. Dr. Dowd stated that the procedure is that teachers should be notified by the office when a child is cleared for release from campus.

Another question from parents was, what can we do to actually make sure the classrooms safer? There was the suggestion that school personnel should ask for ID when people sign in. Another parent mentioned that there is an ipad program that tells people whether or not a visitor is approved to be on campus. The program is called Envoy. It is an electronic visitor management system. It includes a watch list for people who are suspect i.e. custody disputes.

Parents inquired about teacher input of what they would like or what they would think would be

effective tools during an emergency. Teacher representatives stated that they liked the possibility of setting up a staff group text to be used only in case of an emergency. It was also mentioned that a teacher representative should be involved in the safety team.

The idea of fencing the whole perimeter of the school was discussed so that the school would have one main point of entry. Mr. Smith stated that such changes would be quite expensive and may not be feasible for most schools. Some parents were asking about improving the existing fencing on campus by installing material that obstructs vision from the outside through the perimeter of the school. Mr. Smith stated that there is window film available that can be placed on all windows which prevents the windows from shattering. This film is also extremely expensive and may be cost prohibitive.

Some parents inquired whether or not security guards would be a viable option on our campus. It was posited that this would be a very expensive option. Yet another suggestion was the use of Life Alert panic buttons that would send out an alert to all the classrooms and call the police.

Other ideas that were discussed included use of radios, paging, and mass notifications through cell phones. Duress buttons was another option but it can also be cost prohibitive. Mr. Smith stated that in the healthcare industry a system named Vocera has a call path but is also very cost prohibitive. It was mentioned that Northgate High School is implementing an alarm system designated specifically for lockdown scenarios. Mr. Smith recommended that a threat assessment should be conducted before implementing and spending funds on such expensive plans. Fund A Need was presented as an option; that a certain percentage of Fund A Need that would go toward school safety. Parents also wanted to know what resources the school district has available for safety and risk assessment on our campus.

It was discussed that a formal threat assessment should be done and that the school should consider putting together a work group to come up with a plan that addresses each area of vulnerability. If parents are interested in being on the threat assessment team they should contact Dr. Dowd.

Meeting adjourned at 8:47 pm by Jill Ridlehoover

Next PFC Meeting: Tuesday March 20, 2018 at 8:15 am Teacher's Lounge

*Respectfully Submitted,
Lila Samady, PFC Secretary*