



## **Agenda/Minutes - CSC Meeting 9/19/17**

**Our Mission:** In an inclusive community, and in partnership with parents and community, we at Jessie Whaley Maxwell Elementary develop our students' independence, critical thought, and enduring love for learning.

**Meeting opened: 3:38** Members Present: Nivan Khosravi, principal; Karen McDermott, teacher; Debra Rankin, teacher; Meredith Melgar, teacher, Rocio Cazares, parent teacher.

### **3:30-5PM: CSC Meeting Agenda Items**

1. 3:15-3:30: Framing
  1. Reading of the Mission
  2. Agenda and Working Agreements
    1. Working Agreements
      1. Be prepared
      2. Sometimes read materials beforehand
      3. Be on time - unless extenuating circumstance.
      4. On-task, present, engaged.
      5. Presume positive intentions and open to difficult conversations
      6. Professional use of tech.
2. 3:40-3:50: New Members and Parent Elections for 2 seats – parent members
  - Process -
    - Written ballots
    - Not having the person in the room.
  - Discussed membership - 4 parents including member from community, 3 teachers, 1 classified staff, principal
  - Parent members - send out on app, send flyer,
    - 1) on Friday 9/22 send out Nomination form - nominate self or someone else. By Friday 29th parents nominate
      - Send nomination forms home
      - Teachers nominate
    - 2) Send out ballots on Oct 6, Parents vote - via app or in office. Ballots back by 13th.
    - 3) At next meeting: CSC reviews the vote and welcomes new member. If not enough votes, CSC members will weigh-in.
3. 3:50-4:00: Scope and Focus of CSC – discussed focus of CSC based on district guidance and state law for SAC.
  1. Proposals for Adoption of Bylaws - CSC handbook 2016-17 until further guidance from DCTA contract and/or district
  2. 3 unexcused absences max for CSC members
5. Principal's Update:

1. Enrollment/Budget/Funding- funded on K-5 enrollment – on track with enrollment and budget.
  2. PARCC/CMAS Achievement and SPF – communicated in October.
    1. SPF has been changed to include Early Literacy measures.
    2. Good things, areas that we have grown, and areas to grow
    3. Discipline Guidance: District policy-no out of school suspensions ECE-3rd grade. Clarification from OCR team- idea is to reduce the amount of suspensions, but it is not a hard and fast rule, moving in the direction of 0 suspensions. Instead-meet with parents, set up behavior plans, restorative approach, Type E offenses at this point are suspendable
  3. Opportunity Gap Cohort- Looking at disparities within Sped, GT referral,
6. 4:25-4:30: Planning for CSC - Times for future meetings  
-Monthly minimum with additional as needed

Meeting concluded – 4:31PM.