

# SBMS AVID Site Team Agenda/Minutes

*Date: April 18*

Present: Diane, Tasha, Gretchen, Laura, Lisa, Margaret, George, John, Lisa

## Objectives:

- ⊗ *Promote effective, representative decision-making related to school improvement*
- ⊗ *Increase communication between and among staff and parents/guardians*
- ⊗ *Increase student, staff, and parent involvement in school with a focus on learning*

## Roles and Responsibilities

Chair: Tasha

Convener (Member Rotation): Oct-Diane, Nov-Gretchen, Dec-Laura, Jan-Chelsea, Feb-Lisa, **March-Margaret**, April-Diane, May-Gretchen, June-Laura

Recorder (Staff Rotation): Oct-Tasha, Nov-Diane, Jan-Laura, Feb-Margaret, **March-George**, April-Diane, May-Gretchen, June-Margaret

Timekeeper: George (timer may be needed)

**Student Representatives:** Zionna Brown (8th), Rylan Krienart (8th), Gio Nuno (7th), Emma Nordahl (6th), August McClain (6th)

### Roles & Responsibilities:

Site Council Chair-The Site Council Chair will develop the meeting agenda, email documents (including agenda) and resources needed for the meeting by (at least) the Monday prior to the Site Council meeting.

Convener-(rotation)-The Convener will run the Site Council meeting.

Recorder-Staff rotation-Certified staff members of the Site Council will serve as recorders on a rotating basis. The duties of the recorder will be to take notes and record minutes for distribution to members and others. The recorder will note all proposals and ideas to review at the end of each meeting for a decision or a decision to table to a future designated date.

Timekeeper: Uses timer and reminds team when 1 min is left of an agenda item.

**Staff Representatives:** Tasha, George, Diane, Gretchen, Margaret, Jesse, Laura

**Parent Representatives:** Chelsea Donahue, Lisa Kinser-Wehr, John Baumann

Time Fr-To	Agenda/Person/ (Dec-Disc-Info) <b>OR</b> Teaching/Learning	Follow Up Action/Result	Who is Responsible for Follow Up?	By When?
1 min	Previous Meeting Debrief	Approved March 21 notes	Tasha to post on website	April 19
8 mins	-Student Council Report  -SIP Report	<b>Student Council</b> -Margaret reported on events-1) Activity Night on Friday, adjusted with student feedback, 2) recruit 8th grd SC members to assist with SC events for 17/18-goal of one event per/month & school-wide community building activity.  <b>SIP</b> -Implementing rising 6th and 9th transition activities (see draft)	NA  Tasha to share with 6th/AVID/Counselor team	May 1
5 mins	EEF Grant Info and Approval/Prioritizing Plan <b>DUE May 15!</b>	Proposals in the works--SBMS Live Stream News Program-\$5,000 Additional messaging to staff about due date. Proposals will go to staff council by May 1, then sent as a prioritized list to Site Council. Virtual approval needed by Site Council.	Tasha	by May 1
10 mins	PD Schedule Proposal	JCAC Proposal will be voted on this Wed. <b>Site Council approved it with unanimous vote.</b>	Staff Council	Next May Staff Mtg
21 mins	Equity Audit <b>Discussion/Info</b> Tasha	To Discuss at next meeting--  Non staff members are paired with staff members to review the equity audit. Part 1-School Characteristics and Practices, rating on a level from 1-4. Item 1 (4, 3, ?, 4, 4, ?) =3.75 Item 10 (4, 3, 3, 3, 3, 3)=3.14 Item 19(4, 2, 3, 3, 3, 2, 3)=2.86 Item 2 (4, 2, 2, 2, 4, 4, ?)=3 Item 11(3, 2, 3, ?, 2, 3, ?)=2.6 Item 3 (4, 2, 3, 2, 3, 4, 3)=3 Item 12(3, 3, 3, 3, 4, 3, 4)=3.29 Item 4 (4, 2, 3, 3, 2, 4, 4)=3.14 Item 13(3, 3, 3, ?, 4, ?, ?)=3.25 Item 5 (3, 2, 3, ?, 1, 3, ?)=3 Item 14(?, 2, 2, ?, 3, ?, ?)=2.33 Item 6 (4, 2, 3, ?, 2, 3, 4)=3 Item 15 (3, 2, 2, ?, 3, ?, 2)=2.4 Item 7(4, 2, 3, 2, 2, 3, 3)=2.7 Item 16 (3, 1, 1, ?, 1, 2, 2)=1.67 Item 8 (3, NA, NA, NA, 2, 4, ?)=3 Item 17(3, 2, 2, 2, 3, 2, 3)=2.42 Item 9 (3, 3, 3, 2, 3, 4, 4)=3.14 Item 18 (?, 3, 2, 2, 2, 2, 3, 3)=2.83	1-Consider the evidence for items 7, 11, 14, 15, 16, 17, 18.  2-Prioritize items  3-Develop Action Plan  4-Improve process for staff audit	May 16

		Number 19-Would like plans with UO to continue.  Averaged scores with ?s/NAs noted,		
	Agenda items for next meeting	Equity Audit (protocol above)	Site Council	May 16
	<b>Work Session Meeting Dates</b>	(generally 3rd Tues), all 7:45-8:30am, Conf Rm <del>Sept 20th-Kick Off Meeting</del> <del>Oct 18th</del> <del>Nov 15th</del> <del>Jan 17th</del> <del>Feb 21st</del> <del>March 21st</del> <del>April 18th</del> May 16th June 6th-End of Year, includes Staff Council/Equity/AVID		