

**Cumberland School Site Council
Meeting Minutes
November 4, 2019 3:00 – 4:00 pm
Front Office Conference Room**

Present: Laurie Carlson, Cynthia Spinella, Melissa Bennett, Emily Tripiano, Doug Kunz, Ron Guay, Kathleen D'Silva

- 1) Review and Approval of previous meeting minutes from 10/7/19
 - a. Edits: item (2a) to read "SAS"; meeting location changed to "conference room"; item (2d) change to "Panorama survey"; item (3c) spelling "training"
 - b. Approved. Katie motioned; Laurie seconded

2) Principal Update

- a. Staffing updates
 - i. Neva Newman resigned due to personal reasons - Emily Carlson has been hired and will start Dec 3rd. Caroline Jones is serving as long term sub - supported by Nathalie Faure and the 5th grade team
- b. We are in the 2nd week of district benchmark assessments - literacy (reading/writing), math computation/mathematical practices
This data helps us to monitor the progress of all students - teachers use data to inform teaching, administrators use it to inform grade level or school wide needs for supports
- c. Safety Protocols
 - i. PD on fire, earthquake protocols given start of year
 - ii. PD on Run Hide Defend and refresher on others provided last week to teachers; on Nov TLD to classified staff (Certif - Collab scoring)
 - iii. RHD Drill will be Nov. 19th - I will send an email to all families via School Messenger about the drill and provide language for parents on how to talk to students about safety drills; will also reference in Nov newsletter
- d. November is our district visit month -
 - i. To support implementation of best practices to improve student learning

- ii. To provide an opportunity for staff to share/demonstrate the site's instructional focus
- iii. To foster alignment between school and district goals
- iv. To promote connection between schools and district

DISTRICT will continue the focus on having learning and language goals visible in each and every classroom. 2 students from each classroom will be asked to articulate these.

- v. There is a continued focus on meaningful student discourse and the identified high leverage strategies
- vi. ELA - Shared reading, interactive read aloud
- vii. Math - Fostering mathematical discourse
- viii. Key observations will be shared with the principal prior to the staff meeting, and a summary shared with staff at a scheduled staff meeting
- e. Trimester ends 11/15; Report cards home 11/26 - Thanksgiving break 11/27-11/29
- f. ELAC - Dec 5; LRTs/AcRTs - Dec 11, 12, 13

3) Review of the "Comprehensive School Safety Plan"

- a. Laurie shared the 2019/20 draft and changes throughout:
 - changed team member names
 - Pg.3 Added new team member roles
 - Pg.7 Daily attendance data added; previously 3 items of areas to change...removed Sun Hat Plan
 - Pg.9 goal #1 changed to "5 or fewer monthly" rather than "4 or more weekly"; added the language "will improve by..." following goal; suggestion to move sensory walk to item 5.0; remove SEL pre/post assessment data because it is a pilot program; move disciplinary action data from objective to item (C)
 - Pg.11 condensed language for goal and objective; removed Sun Hat goal piece
 - Pg.18 Cell phone numbers added for staff numbers but will not be posted publicly on the District website; internal only
- b. Motion to approve Safety Plan by Laurie; seconded by Doug; all in Favor, none Opposed

4) Input for next agenda/Community Input

- a. Look at new date for January meeting---will decide by email

Next Meeting: Monday, January 6, 2020 (tentative...may move to 1/13/19)
3:00-4:00PM Office Conference Room

Meeting adjourned at 4:09 by Katie D'Silva
Meeting Minutes prepared by Melissa Bennett
Meeting Minutes Approved on January 13, 2020