

## **BCSIS Ed Council Meeting September 2018-2019 School Year**

### **Mindfulness regarding participation during meeting (Meaghan)**

- We want to try to practice what we are doing in our classrooms to help facilitate a more balanced communication in our Ed Council meetings. Concepts to follow:
  - If you are the person that seems to makes an offer all the time, try to sit back and allow others to make an offer first. This will help honor those that are more shy or quiet and/or not apt to jump in first. That way, more voices will be heard.
  - On the flip side, if you are someone who tends to sit back, please make an offer more often.

### **Finance/reimbursement guidelines (Emily)**

- Laurie and Josiah sent out a reimbursement budget request guideline for Ed Council funds spent, please read it through and follow it as needed. Email Laurie with any questions as needed before you spend any money.
- This is especially relevant for volunteers planning an event such as Winter Fest or when purchasing materials or making photocopies for an evening like Back to School Night.
- Here are the guidelines: Please help keep Friends of BCSIS budget balanced and its cash flow positive by following these guidelines. A copy of the Friends of BCSIS budget can be found at [www.friendsofbcsis.org](http://www.friendsofbcsis.org).
  - All reimbursement requests should be submitted in writing via email to [bc sistreasurer@gmail.com](mailto:bc sistreasurer@gmail.com) or by completing the reimbursement form and leaving it in the BCSIS treasurer mail folder behind Andre's desk. Reimbursement forms are available in this folder.
  - Reimbursement requests should include receipts or invoices and brief description of the expense and the event type. (Winterfest, Spring Carnival...).
  - Please submit reimbursement requests within 90 days after the expense was incurred.
  - Invoices and reimbursement payments will be paid within 7 days of the request. Reimbursement checks can be collected in the BCSIS treasurer mail folder behind Andrea's desk.
  - Questions regarding budget/fundraising goals for BCSIS events should be directed to [bc sistreasurer@gmail.com](mailto:bc sistreasurer@gmail.com). The treasurer will share the budget and/or fundraising goals to organizers of events/programs. The organizer of the event is responsible for keeping the budget balanced.
  - Any requests for an increase in event budgets or for new programs/expenses not already outlined in the Friends of BCSIS budget, should be made in advance of making the expenditure. There is no need for advanced approval for purchasing items if it is in the current budget. This ONLY applies to increases in budgets or new expenses.
  - Note. Requests over \$500 must be reviewed by Finance Committee and approved by Ed Council. These requests may take up to 30 days to be approved.

- “Oh no, I didn’t know?!?!?” If you need to be reimbursed for something related to Ed Council or BCSIS and you either went over budget or it does not fall into one of the budget categories, please contact us anyway. We will make every effort to reimburse you. Everyone deserves a free pass for working to make our school community stronger.

### **Classroom Rep communication Plan (Emily)**

Please read the plan Emily emailed out and follow – we want the communication be as streamlined as possible. Here it is for future Ed Council notes:

- The purpose of this plan are:
  - Save time and energy for the reps, making their communication work easier, and thus making it easier to fill these roles for each classroom for years to come;
  - Streamline the communication process;
  - Deliver a consistent message, with the opportunity to add a personal voice to that consistent message.
- Plan specifics:
  - Ed Council Secretary (this year Kim Golden) will take notes at the Wednesday meeting, or will delegate someone else to do so in her absence
  - She will circulate to the notes to the Ed Council Co-Chairs (Emily and Meaghan) and to Phil by the end of the week (Friday.)
  - Notes will be checked and edited by the end of the day on Saturday after an Ed-Council meeting.
  - Secretary will take edits on those notes and finalize by the Monday following the Ed Council meeting.
  - Secretary will send the notes to Website Designer (Kendall) and NewsBlast Editor (Micha) by Monday.
  - Secretary will create a summary of the notes, and will send to Ed Council Parent Co-Chair (Emily) by end of the day Monday.
  - Ed Council Co-Chair will send the summary, along with optional language for the reps to personalize as they see fit (or insert their own personalization) by Monday evening to all classroom reps
  - Classroom Reps will send finalized summary of notes with their personalization by Wednesday, within one week of meeting. We appreciate your personal input on these notes, and request that shorter comments are placed before the summary, and longer ones after the summary, so that we keep the highlights consistent across the classrooms.

### **Kindergarten play dates (Kim)**

- Kim will reach out to Ed Council member for ideas on creating 2-4 after pick up hang outs for kindergarten and 1<sup>st</sup> grade parents to get a chance to know each other (and their kids).
- She will facilitate setting up the events and the communication plan

### Teachers share (Erin)

- Erin shared what each grade is focused on
  - Kindergarten. Teachers have been using the new district language arts program to determine areas in the BCSIS reading program that could be stronger and applying this work in the classroom.
  - 1<sup>st</sup> grade. A story about first day of school jitters led to students creating various gifts to ease the anxiety of the story's character. The assignment was meant to be a study of how students attend to story details but blossomed into an opportunity to observe students' capacity for empathy as well as observe how they made meaning of anxiety by creating artifacts they found soothing.
  - 2<sup>nd</sup> grade. Teachers wanted to instill a sense of stewardship and responsibility for the classroom and each other. Students built "Friendship Forts" out of cardboard from the construction. The forts allowed teachers to observe students' intrapersonal skills and how they negotiated group dynamics.
  - 3<sup>rd</sup> grade Teachers are integrating their geology study with local resources and county services, such as open space and mountain parks. The work is helping them understand rocks and minerals in a hands on way and looking at local government.
  - 4<sup>th</sup> grade. Teachers have been creating lesson and activities that provide opportunities to observe all aspects of students' being. Nature walks, art projects and design challenges, as well as traditional academic assessments have been used to determine how best to meet each student's needs and understand how they learn.
  - 5<sup>th</sup> grade. Teachers are working to impart the idea that education is a gift. Through art projects, students are exploring and discussing gratitude. Through a book study group other character traits such as empathy, grit and zest are also being explored. Through the lens of gratitude and character, teacher's have posed the guiding question, "What does it mean to be in community?" This has also been also been explored in terms of fifth graders as elder states people and stewards of the student community.
- Phil shared that this effort is a part of the overall effort to bridge the *community* of parents and teachers as discussed at BTSN.
  - Teachers are really excited by this idea
  - Terry is the point person for the communication from teachers
- Micha will include a section in the news blast called "Down the Halls" so teachers can help keep the parents informed of these kinds of activities in class.

### Winter Festival (Tanya)

- We are changing the date from Saturday the 1<sup>st</sup> to Sunday the 2<sup>nd</sup>. We will make a conscious effort to alternate between Saturday and Sunday each year.
- We still need a lead raffle person. This person will have to solicit donations.
  - Micha will list the need for this role in the news blast.
  - We might change it to a silent auction this year
- We also still need a lead for crafting on site on the day – Crystal offered to do it

- We need to start putting out the call for families to do crafting to sell at the market.
- In regards to the students making sellable crafts, Phil said that some parents were uncomfortable feeling obligated to purchase their own students crafts, so we decided that if don't have the student's put their names on what they make, we won't create that sense of obligation.
  - Meaghan will send teachers an email to get them rolling on classroom crafts.
- The Winter Fest leads will create a team meeting to go over all of these details (class crafts, parents, etc).
- We also need to remind our kids about the talent show if they want to participate.

### **CGC (Sabina)**

- We have raised about \$49k to date, which puts us well ahead of where we were with fundraising this time last year (we were at about \$33k last year this time).
- Additionally, we have some substantial pledges that take us above \$50k.
- We have 3 ½ weeks left until we wrap up our campaign.
- Our goal is to increase participation this year
  - Phil said that when we had an intense full participation effort in the past, asking parents to just give \$5 or whatever you can, that it wasn't as impactful as Sabina's recent focus on "give more if you can."
  - Sabina might include something in the newsletter about the stats of where we are at now and maybe include a reward for:
    - If the school gets to 75% participation, the kids get a dairy free/gluten free / sugar free ice cream
    - OR if we increase participation by 5% or 10% more than we had last year, they will get their ice cream.
- We will have the teachers send out a direct request from them to their class lists sharing how impactful the money is for their particular classroom. Sabina will create a blurb and send it to Phil for approval, he will send it to teachers and they can personalize it as they wish, including invaluable help such as books, field trips, paras, professional development, raising resilient kids, etc.
- Next email to the school for CGC will go over the CAP program, as an example of where some money goes from Ed Council, and how it will be a program carried through our children's full experience here.
- Sabina has scheduled a Coffee Talk on 10/11 to discuss CGC and Friends budget.

### **Fall community meeting (Emily)**

- Scheduled for 10/18
- The teachers are currently focused on the topic of Raising Resilient Kids. GLI is the group that does it.
  - GLI has done their training focused on girls primarily, but are open to doing a more universal talk to include both genders. Their only caveat is that the topics they will focus on most often come forward in girls, so even if they make it universal, it might not be as relevant to both sexes.
  - In the past we have done boy focused topics, led by Michael Vladik.

- We can also stay on this topic and find another speaker (Emily is investigating) – or if we have GLI, afterwards the teachers can help spin it back to integrating with boys based on their experience.
- Are people comfortable within this overall value topic = building community, growth mindset?
  - Most said yes, and other thoughts:
    - One of the most impactful talks was about the 9 year change / most of the messaging she has gotten this year has been about building community – would that topic be more impactful b/c that is what we are talking about
      - Phil said we are talking about PEN event or coffee talk about 9 year change
  - Decided we will shift this discussion to email.

### **DAC District Accountability Committee (Bill Bonk)**

- There is a small amount of money left over in the district to be prioritized based on parent community response.
- Bill will send a single BCSIS response about what we would like to fund with extra -money or defund as well. We went through the Committee's questionnaire and listed the following as priorities:
  - Academic support
  - Equity for all students
  - Social emotional supports (SEL)
  - Increasing school counselors
  - Improving family supports (community liaison, public assistance, et)
  - Access to highly skilled teachers and paraeducators
  - Identification of learning needs (SPED, dyslexia, TAG, etc)
  - Access to full day kindergarten
  - Project/Problem based-learning
  - Interdisciplinary learning
- The overall take-away is that we as a parent body, as well as our staff have observed that BCSIS has experienced a significant reduction in resources for instructional support staff over the past 5-7 years to help in the classroom and it has made an impact that we would like to see turned around.
- OFF TOPIC – this discussion led to the idea of spending Ed Council money on shade structure outside.

### **Phil shared our school's results from testing last year**

- In English, BCSIS ranked in the 96% percentile, compared with students across the state
- In Math, BCSIS ranked in the 93% percentile
- In Science, we ranked in the 97% percentile
  - Areas to improve on are:
    - Language arts academic achievement on CMAS for minorities and students with disabilities
- Based on these results, teachers are focused this year on:

- Kinder through 3<sup>rd</sup>: New literacy adoption – materials we were starting to buy anyway/ each teacher got a ton of materials – they think they are phenomenal
  - 3<sup>rd</sup> through 5<sup>th</sup> – girls and math as there is a consistent gap between boys and girls in math testing.
- Taking all this into account, we again, feel strongly that we need intervention and support staff.