

**Redwood School Site Council Minutes**  
**October 25, 2022**  
**Redwood Library, 3:30 pm**

**The meeting was called to order at 3:35 pm.**

**Members present:** Nicole Judd, Paola Vargas, Dennis Carter, Heather Dingbaum, Dylan McKenna, Zachary Snow, Stacey Wasson, Kaitlyn Wilkens, Roya Klaidman, Christine Evangelista, Chakameh Azimpour, Melissa Crawford, Alison Friedman, Lucy Lombardi, Lori Hunnicutt

**Absent:** Stacey Wasson, William Zasadill, Rachael Brusseau, Carrie Halvorsen, Megan Goebel, Chánise Spencer, Diana Meyers, Rafael Rico, Christina Cruz, and Audra MacCorkle (some members can no longer attend in-person meetings).

**I. Approval of the Minutes**

- Roya Klaidman made a motion to approve the September 20, 2022 minutes. Paola Vargas seconded the motion. Motion carried – September minutes approved as read.

**II. Public Comments**

- No public comments submitted via email.
- Ms. Judd noted that the November SSC meeting will move to November 29 and not the 15th.

**III. Student Report – Provided by Shane Crawford**

- 1. National Hispanic Heritage Month continued to be celebrated thru October 15th
- 2. A Classroom Rep Meeting was held 10/7/22
- 3. Three of the school cases were decorated publicizing October Events.
- 4. The Snack Cart continues to be available Mondays and Fridays
- 5. Game/Ball Check outs continues to be available Monday-Friday in the quad

- 6. There was good participation in the first COTY: Red, White and Blue Day
- 7. The first LTA Trivia Pie Suit was a fun event. Thank you to Mr. McKenna, Ms. Dingbaum, Ms. Sturges, Mr. Snow, Mr. Carter, Ms. Musgrove, and Mr. Cook.
- 8. 6/7/8 ASB students participated in the Back-to-School Family Social. All had shifts at the ASB Booths.
- 9. October Birthdays were distributed
- 10. ASB students made table signs for Club Rush held Friday, 10/14
- 11. Unity Day was celebrated 10/19
- 12. Boo Grams are being sold through 10/26. They will be distributed 10/31.
- 13. 6th Grade ASBers delivered Gratitude Posters
- 14. Custodial Appreciation Week was celebrated 10/3-10/7. Mr. Sebastian participated in competitions at lunch.
- 15. Aspen Harvest Festival- 10/21- students volunteered
- 16. Wildwood Harvest Festival- 10/28- students have signed up to volunteer
- **Coming:**
- This week is Wacky Week!
- Mon. Wacky Hair Day/Hat
- Tues. Teacher Tuesday (Dress like a teacher!)
- Wed. Backwards Day
- Thurs. Superhero Day
- Fri. Tacky Tourist Day
- Halloween Door Decorating Contest (10/24-10/28-Judging 10/31)
- Pumpkin Decorating Contest- Judging 10/28
- COTY- Halloween Costume- 10/31
- LTA- Mystery Box- 10/31
- Manna Food Drive
- Spark for Love Toy Drive

#### **IV. Boys and Girls Club Report – Provided by Rafael Rico.**

- No report. Rafael Rico was absent from today's meeting.

## V. New Business

- Ms. Judd noted that the November SSC meeting will move to November 29th and not the 15th. The meeting has been moved so that meetings are evenly spaced. This does create conflicts for reps who work both at Redwood and Wildwood, however. Moving the meeting by a week allows for more meaningful SSC presentations. The group will have better and more relevant school feedback so that it can continue to monitor SPSA and provide accountability. We will have good data and discussion points with more time in addition to quarter one grades. Chakameh Azimpour makes the motion to move the meeting to November 29th; Dennis Carter seconded the motion.
- Updates to SSC members: Lori Hunnicutt is a new member to fill in EDAC due to change to all in-person meetings. New representative for DELAC is Ulalia Soriano. Cristina Cruz and Audra MacCorkle can no longer be alternates because of change to in-person meetings. Stacey Wasson will try to make the future in-person meeting. William. Zasilil's wife had a baby so he is not present today. Rachael Brusseau had something come up, Carrie Halvorsen is traveling, and Rafael Rico could not make it today.

## VI. Committee Reports

- **DAC (District Advisory Council) – Provided by Carrie Halvorsen.**
  - Not present
- **Gate DAC (Gifted and Talented Education District Advisory Council) – Provided by Melissa Crawford.**
  - The meeting was held on October 7.
  - Resources - The district GATE website, <https://conejousd.org/Departments/Student-Services/Student-Support-Services/Gifted-and-Talented-Education-GATE>, is a great resource for all things related to GATE.
  - Upcoming district-wide GATE activities are listed each month on the district GATE website.

- GATE Identification – Currently, there are 1,430 GATE identified students in the district.
  - GATE screening is moving from the OLSAT to the COGAT. While the OLSAT only had two sections, verbal and non-verbal, the COGAT has three sections, verbal, non-verbal and quantitative.
  - GATE screening for 3rd grade and 2022-2023 referrals will begin at the end of November.
  - Unity Day – On October 19th, wear and share orange to show unity for kindness, acceptance and inclusion and to send a visible message that no child should ever experience bullying.
  - Community Updates – TO Arts has many opportunities for the arts. It is offering arts education for teachers, in-person field trips, virtual field trips, and AccessArts grants. Check out their website for more information.  
[www.toarts.org](http://www.toarts.org)
  - The Thousand Oaks Library is offering many community events for students. Check out the attached flyer for
  - information on Homework Help, reading programs, crafts, planting activity, and dancing.
  - Next GATE DAC Meeting: Friday, November 4, 2022
- **ELAC (English Learning Advisory Council) – Vacancy.**
    - There was not a representative at the meeting. The next meeting is coming up on November 3rd and will be in person. LD facilitator is contacting parents to let them know that the date may shift depending on availability of parents. Parents should now know how to log in to Q as well as the importance of being reclassified.
    - Christina Evangelista asks for clarification: Is ELAC for Redwood and DELAC for the district? Paola Vargas notes that ELAC holds five meetings per year; the rest are district-level.
- **SEDAC (Special Education District Advisory Council) – Provided by Rachael Brusseau.**
    - 1. Meeting Google Slides-- Please click on the link below for the Google Slides that were shown during our meeting. Included in these slides are links to the report

given by Director of Special Education-Secondary, Dawn Thomas regarding updates for Special Education, Links to the Disability Celebrations Toolkit and SEDAC Representative Information Packet, and so much more!

- a) <https://docs.google.com/presentation/d/14rhBji4WWccUJpPIGrtJI8rMuGu4UY7wZwxmdEVJA0g/edit?usp=sharing>
- 2. Sensory Rooms at High Schools-- WHS, NPHS, and TOHS will all have sensory rooms. Funding has been provided through ESSR funds to either create a new space or update an existing space.
- 3. Focus On Your Future-- Videos for the 2022 College, Career and CTE information night are now available on Westlake HS (CA) College and Career Center YouTube Channel. Please follow the link below to access videos including several sessions for students with disabilities.
  - a) [https://www.youtube.com/channel/UC43LnTa-TrJavDg8Waxtq\\_w](https://www.youtube.com/channel/UC43LnTa-TrJavDg8Waxtq_w)
- 4. Reflections contest-- All students in a PTA school can submit artwork for the Reflections Contest. There is a "Special Artists," category for students with disabilities. Once they move up, it's not equitable. Once at State, they only take 1 special artist, no matter the grade. Our Conejo Council PTA is doing a postcard campaign; request to make "Special Artists" equitable nationally. If interested in filling out postcards or for more information regarding the Reflections contest, please email Cathy Riggs at [gowestcat@gmail.com](mailto:gowestcat@gmail.com)
- 5. Unity Day-- Unity Day is October 19th. Wear and share orange to show unity for kindness, acceptance, and inclusion and to send a visible message that no child should ever experience bullying. Please follow the link below for more information on Unity Day. When posting on social media, use the hashtag #CVUSDunityDay.
  - a) <https://www.pacer.org/bullying/nbpm/unity-day.asp>
- 6. TO Arts-- There are several opportunities for the arts provided by TO Arts. Please visit their website for more information on virtual performances, in person performances and grant opportunities.

a) [www.toarts.org](http://www.toarts.org)

- **AADAC (African American District Advisory Council).**
  - Chánise Spencer is unable to attend the in-person meetings. The next meeting for AADAC is scheduled on 10/26 and will agendize new slate of officers. Meetings are held in evenings at 5:00 and they are in-person.
- **LGBTQ+ Advisory Council**
  - Megan Goebel could not attend today's in-person meeting. The first meeting is on 10/25; meetings will be in-person and all are invited to attend.

## **VII. Principal Update – Nicole Judd.**

- Ms. Judd turned over her report time to Paola Vargas and an overview of the the school safety plan, provided below:
  - The purpose of the meeting is to review the Comprehensive School Safety Plan, make suggestions for next year, and sign the plan. Mrs. Vargas has assigned roles and responsibilities to various staff members. She will meet with the “Lead” staff member to discuss duties in the case of a real emergency.
  - There are three main drills. Each drill is practiced twice a year, once each semester. Earthquake drill is a drop, cover and hold. The earthquake drill on October 20<sup>th</sup> was part of the Great California Shakeout and included a full evacuation.
  - A Fire Evacuation Drill drill was held on September 22. Both of these drills went really well. Students did a great job taking the drill seriously.
  - Lockdown Drill can be either a Hard Lockdown or Soft Lockdown “Shelter-In-Place”. A Hard Lockdown is an immediate threat on campus. Teachers lock doors, close blinds and stay away from doors and windows. A Soft Lockdown is a threat in the vicinity. Teachers close and lock doors and continue teaching.
  - Future Drill dates:

- December 6, 2022 – Soft Lockdown Drill
  - February 23, 2023 – Fire and Earthquake Drill. This will be a Drop, Cover, Hold followed by a Fire Evacuation
  - April 20, 2023 – Hard Lockdown Drill
- Active Assailant Response Training for Staff will be held on January 10, 2023
- All emergency backpack supplies have been replenished. Emergency supplies in the office, including items for students with special needs, were updated last year.
- Mrs. Vargas shared the Evacuation Route and Locations. Teachers mentioned some overlap and crossing over other classes to line up on the field. It makes sense to keep the students lined up in numerical order by classroom. Suggestions are as follows: add the teacher's name to the sign or color code. This would make it easier for students to find where to go if there is an emergency.
- Map with specific locations for each area was shared by Mrs. Vargas. SSC discussed having a more detailed plan for student release. It might also be helpful to have a generic all call message drafted and ready to go in the case of a real emergency.
- Discussion points in response to Ms. Vargas' presentation:
  - Ms. Dingbaum asked about window coverings in classrooms; Ms. Judd mentioned that blinds/window coverings are top priority to get put into classrooms (cameras are already installed). Blinds were taken down due to Covid concerns and need to be reinstalled; a buzzer is also being installed down at the gate soon. SSC members suggested magnets for the doors' windows could be considered in addition to room window coverings. Christine Evangelista asks when the window coverings will be approved, and Ms. Judd does not know and has not heard back from the district. Buzzer has not

been installed yet because putting it at the gate rather than in the office is more complicated due to connections.

- Ms. Judd mentions that the future drills will happen outside of period 1, which is when the past two have happened. Next year emergency drills should happen at different times. Roya Klaidman asks about lunchtime evacuations and whether students know where to go. It was noted that students should go to the lineup for the class they had before the recess/break, as attendance was already taken for that class.
- Chakameh Azimpour asks if emergency lineup numbers will always be there (painted on rather than hung on fence line); it was noted that PV is coming up with a better plan to make sure they are permanent.
- Lori Hunnicutt asks if Judd has a drafted message that can be blasted out in case of emergency (You can come get your child here, etc.); PV will send out the emergency and safety protocol again to families. Ms. Judd will create a message for email, text, and audio. Lori Hunnicutt also suggests discussing the timing and frequency of messages that would be sent to families in the event of an emergency.

#### **VIII. Assistant Principal of Inst. Update – Paola Vargas.**

- Quarter 1 ends Friday, 10/28. Teachers will post grades the following week, and parents will be able to view them on Friday, November 4.

#### **IX. Dean of Activities Update – Dennis Carter.**

- It's great being here! Lunch has an activity every day! We have fun!

#### **X. Old Business**

- TOPD presentation in January. Deputy Alvarez will be coming on January 10 to do a staff meeting presentation that will cover



what to do and how to respond in the event of an active shooter. All the schools have also been scheduled for this presentation.

- Social Media – each admin is taking a week on Twitter. PTSA does Instagram and Facebook, so admin is focusing only on Twitter. Alison Friedman mentioned there is an app that posts to all three accounts at once.

## **XI. Adjourn**

The next meeting is scheduled for November 29. The meeting was adjourned at 4:36 pm.