

SYCAMORE CANYON SCHOOL

4601 Via Rio, Newbury Park, CA 91320
Phone 805-498-1573 Fax 805-498-0385
www.conejousd.org/sycamorecanyon

Doug Hedin
Principal

Mark W. McLaughlin, Ed.D.
Superintendent



School Site Council Meeting Minutes **Wednesday, September 16, 2020** **3:45 p.m. – Via Zoom**

Attendees: Doug Hedin, Cheryl Moncourtois, Sarah Epstein, Kim Michaud, Mark Bowen, Kate Taillon, Jon Power.

Guests: Karla Luna de Redondo (DELAC), Emily Tutt (PTSA), Shadi Khodavandloo (SEDAC), Ahana Bhunia & Imogen (ASB), Hun Kaplowitz (DATE-DAC/DAC), Oscar Pinkard (parent), Amy Gulbranson (parent).

I. Welcome & Approval of Minutes from May 2020 meeting

- Motion to Approve – Sarah Epstein
- Second – Kim Michaud
- Motion Approved

II. Introductions

III. Public Comments

- No public comments

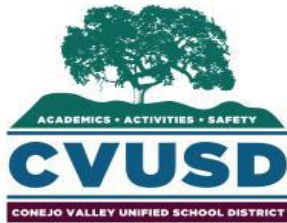
IV. Committee Reports (ASB, DAC, DELAC, GATE-DAC, PTSA, SEDAC)

ASB – (Imogen and Ahana)

- Researching online fundraisers with targeted dates of October or closer to December.
- Created music playlists for students.
- Teacher birthday video is in the creation.
- We Notice You (WNU) are getting organized.
- VMA – shown in homerooms and emailed to students' learn accounts. Topics included Coyote Challenges and Hispanic Heritage Month information.

DAC –

- **Conejo School's Foundation's** BreakThrough Parent/Guardian Education Workshops will begin next month. These workshops will be held virtually until they are able to bring them back in person. The first workshop will be held October 14 and provide tools and supports for parents (and students) dealing with the stress and other issues surrounding COVID. The presenter will be Phyllis Fagell (<https://phyllisfagell.com/meet-phyllis/>).



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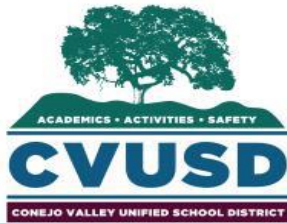
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- The Cash4Conejo Classrooms grant program will continue this year. For teachers looking for grants to help in their classrooms, applications are available on-line on CSF's website.
www.conejoschools.org/cash4conejo/classrooms/
- **Conejo Valley Pupil Personnel Association (CVPPA)** reported that elementary counselors would be creating lunch bunch groups for students at each school for social skills and interaction outside of the classroom.
- The Equity Task Force has been formed. There was a lot of interest with over 400 applicants. 40 applicants were interviewed and 15 were selected. The anticipated topics include: Staff training needs and proposed topics • African American, Black, LatinX, Hispanic, and Native American student success • Student affinity groups • Curriculum selection (more diversity) • Staff Representation
- The peer tutoring program started on September 8th and has been extended to include middle school students in addition to elementary school students.
- The new LCAP was discussed, which is the Learning Continuity and Attendance Plan. The plan is broken down into five topics: stakeholder engagement, social emotional learning, instruction, technology, and learning loss. Mr. Lichtl and his team provided a brief presentation on each of the topics and split members into breakout rooms to further discuss the five topics. A survey was sent out to all DAC members for additional feedback on each of the topics.
- The next meeting will be **Tuesday, October 6th at 5pm.**
- See CVUSD website for minutes.

GATE-DAC

- The Student Support Services team has sincere hope that all 3rd grade students (remote and blended) will be tested this school year. GATE screening has to be done in person, so it will be dependent on safety guidelines. As of now, it is uncertain if GATE testing will be able to occur. The testing date has shifted from the winter timeline to a spring timeline, February and March instead of December and January.
- Planning a new GATE parent meeting on October 1st.
- Stefanie Caswell, GATE TOSA, has set up GATE activities so that teachers can drop them directly into Canvas. This year, Mrs. Caswell will be pushing into classrooms most likely through break-out rooms to work with the students. This is dependent on what the teacher and Mrs. Caswell decide. Teachers can sign up for her classroom session. Sessions will be available two days a week in September and then move towards three days a week in October. Teachers can sign up for two sessions a month.
- Virtual Fun Fridays will continue. These activities will be non-screen activities.
- The next meeting will be **Friday, October 2nd at 9:15am.**
- See CVUSD website for minutes.



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DELAC –

- Discussion of upcoming ELPAC testing.
- Waiver discussed.
- Parents are finding attending meetings difficult due to distance learning.
- See CVUSD website for minutes.

SEDAC –

- Comments shared from meeting:
 - Additional support needed during reinforcement time – kids had paras to help in school
 - Updating assignments in Canvas so it will not be overwhelming for kids
- Dr. Miller stated that Special Education Assessments started two weeks ago, in person, with strict cleaning and safety guidelines at the University campus and with Sycamore, NPHS and Colina joining. Parent information Zoom Webinar Sept. 21 – Oct. 16.
- IDLP – sent out by case managers. Temporary use until students are back on campus full time with all restrictions lifted. Adjustment to some services because of abbreviated school day.
- LCAP (Learning Continuity Plan) is what school districts in CA. are required to write and submit to the State, which comes out of Senate Bill 98 – due Sept. 30. What state is saying is basically what are you doing to continue to engage your Stakeholders and provide instruction and services to all students.
- On Sept. 4th, school board discussion took place and school board members recommended to move forward with process of bringing back everyone to campus – still in discussion phase.
- Alice Chou (new SEDAC president) has started 3 new committees which include Communication, Member Information, and Curriculum Committee.
- No agreement has been made regarding recorded teacher instruction.
- Charlotte Burrows, public service division manager at Thousand Oaks library stated that a virtual homework center with Zoom will start at the end of September/beginning of October. September is also National Library card sign-up month and there will be free items. Curbside pickup service available.
- See CVUSD website for minutes.

PTSA –

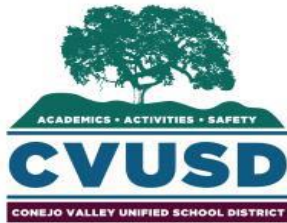
- Planning to adapt any PTSA programs, to best meet the needs of our school and school families, without adding additional screen time.
- One of our big focuses for the year is on enhancing a sense of community.

Changes:

- Switched from paper to an on-line platform, Totem, for PTSA membership and donations. Increasing promotion of website and FB page, as we're keeping them updated to enhance PTSA communication and to promote our events.

Completed Events/Programs:

- Welcome Back Lunch credit at the Village Trader for all Sycamore Staff was well attended
- Meet & Greet to connect new and seasoned parents via Zoom on Sept 15



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- Spirit Wear On-line through Eastwind. It is not intended to be a fundraiser, but simply to enhance school spirit and a sense of community with Sycamore gear. We intend to open the on-line store again in November.

Upcoming Events/ Programs:

- Art Reflections - online submissions due on Oct 6.
- National Walk to School Day- Oct 7
Families are encouraged to “Chalk the Walk” the night before (October 6) by creating artwork or writing encouraging messages. On the actual Walk to School Day, we’re encouraging families to be active together in their neighborhood and to look for the chalk creations.
- Distance Learning Grants- planning to approve this new program at Sept. 16th meeting. Sycamore teachers can apply for this grant, sponsored by PTSA. The grant funds are intended to assist teachers and benefit all students.
- Garden Programs: Jo Louie is partnering with teachers and planning an exploratory remote hands-on activity for 5th grade and for Mr. Bowen’s 6th grade classes. (5th grade will receive real owl pellets and booklets and Mr. Bowen’s classes will receive an archeological beginner basket kit.)

V. Officer Elections

Mr. Hedin presented the open positions on SSC with the following outcomes:

Chairperson –

- Jon Power nominated Mr. Hedin
- Sarah Epstein– seconded the nomination
- Nomination approved

Co-Chair –

- Mr. Hedin nominated Kim Michaud
- Jon Power – seconded the nomination
- Nomination approved

Secretary –

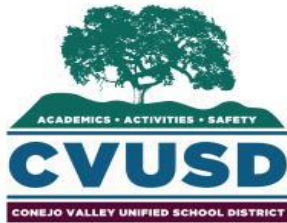
- Mr. Hedin nominated Cheryl Moncourtois
- Kim Michaud – seconded the nomination
- Nomination approved

VI. Role of SSC

- Mr. Hedin reviewed how SSC functions within the school site

VII. By-Laws Review

- Elected members were sent copies prior to today’s meeting to preview
- By-Laws overview/summary by Mr. Hedin presented to SSC
 - Motion to approve – Kim Michaud
 - Second – Sarah Epstein



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- Motion approved

VIII. Principal's Remarks

- Commended teachers for their efforts and extraordinary work they are putting forth into remote learning. Their dedication is remarkable as they are working many hours a day. Extreme gratitude goes out to all teachers.
- SMORE is our communication that is updated weekly. Encouraged parents to access this for current information.
- Mr. Hedin worked with the other middle school principals to create the Remote middle school, which has approximately 1,100 students.
- Appreciate parents support and patience during remote learning.
- Parents are welcome to reach out to administration as needed – Mrs. Penix oversees TK-4; Mrs. Moncourtois 5 – 8 with Mr. Hedin overseeing the entire school.
- Reviewed Waiver information.
- Mr. Hedin thanked PTSA for their support.
- Student Council is in the process of getting up and running under the guidance of Mrs. Carr.

IX. New Business

- School Safety Plan
 - Plan sections explained and reviewed with SSC committee by Mr. Hedin.
 - Motion to Approve – Kim Michaud
 - Second – Sarah Epstein
 - Motion approved
- SPSA
 - Information forthcoming and will be disseminated to SSC members.

Meeting adjourned at 4:50 pm

Next Meeting: 10/14/20