

## SYCAMORE CANYON SCHOOL

4601 Via Rio, Newbury Park, CA 91320  
Phone 805-498-1573 Fax 805-498-0385  
[www.conejousd.org/sycamorecanyon](http://www.conejousd.org/sycamorecanyon)

**Doug Hedin**  
Principal

**Mark W. McLaughlin, Ed.D.**  
Superintendent



## School Site Council Meeting Minutes

Wednesday, October 21, 2020

3:45 p.m. – Elem. Library

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

**Guests:** Karla Luna de Redondo (DELAC), Emily Tutt (PTSA), Shadi Khodavandloo (SEDAC), Ahana Bhunia & Ashley Strong (ASB), Hun Kaplowitz (DATE-DAC/DAC).

### I. Welcome & Approval of Minutes from September 2020 meeting

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

### II. Public Comments

- No Public Comments

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

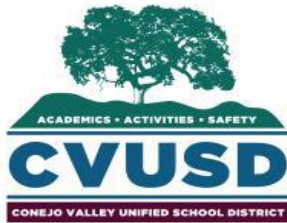
#### ASB –

Committees:

- VMA is putting together monthly announcements – just finished celebrating Hispanic Heritage Month; calendar is updated, uploading spirit day pictures, yearbook cover contest, ASB now has a remind app, working on care packages for returning students, reaching out to the other middle schools to set up an ASB Officers Zoom meeting, cookie dough fundraiser is underway, Lunchtime Activity during lunch was a Halloween Drawing Contest.

#### DAC –

- **School Choice Committee Meeting:** The committee reviewed and recommended changes to the CVUSD Board Policies (BP) and Administrative Regulations (AR) to present to the CVUSD Board of Education for consideration.
- **Board Policy Revisions:** The committee recommended verbiage be added to allow a student who is a victim of bullying to have enrollment priority in any district school regardless of the location of residence within the district.



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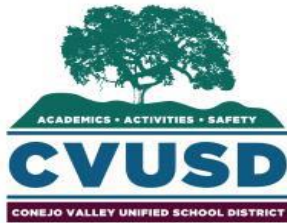
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### *Administrative Regulation Revisions:*

- **Sibling Priority:** The committee recommended changing the verbiage regarding sibling priority. Currently, the AR states that a student is given placement priority if their sibling attends the chosen school the prior year and will also be attending the future year. The committee agreed to remove the requirement regarding the sibling attending the future year.
- **School Choice Application Dates:** The application period for a student to choose to attend a school other than their neighborhood school is currently November 1 through January 31 (to be considered “on-time” and to be included in the lottery). The committee discussed whether to possibly lengthen the application period this year due to the current Covid situation. The committee recommended keeping the dates as they currently are.
- Next meeting scheduled for January 28, 2021.
- **Budget Committee:** Several new members have joined the committee this past month. We met through Zoom and have reviewed the new matrix that will be utilized in the ranking of programs with regard to needed cost saving measures. The committee does not make decisions with respect to program continuation or termination. We are only an advisory committee that assists with providing recommendations to the school board.
- **Conejo Valley Pupil Personnel Association (CVPPA):** Both counselors and psychologists are adjusting to our new norms having to work with students remotely. School counselors K-12 have been assigned to do DIS (designated instructional services) counseling with students who have either group or individual counseling on their IEP. Each counselor was given a certain number of students to meet with on a weekly basis in order to provide this one on one counseling service.
- **ELEMENTARY SCHOOLS:** Counselors are continuing to write a monthly newsletter for parents, they are offering weekly office hours 2 times per week for student check in and parent support. During the summer, counselors worked on a variety of SEL video lessons that teachers are now showing their students on a weekly basis. Counselors are facilitating lunch bunch social groups.
- **BREAKTHROUGH:** Counselors are hosting a virtual Parent/Guardian Workshop on Oct. 14th at 5:30 called “Parenting During a Pandemic” The speaker, Phyllis Fagell is a school counselor/licensed therapist and author.
- **Reopen and Redesign update:** Both Dr. McLaughlin and Lou Lichtl spoke on this topic and said the new survey provided new challenges as families have requested different options than before (remote vs blended) and if the changes were equal than it would be easy to solve, however that is not the case. All this is new territory and they will do the best they can.
- October 21 is Unity Day. We are encouraged to wear and share orange to show that we are together against bullying, and united for kindness, acceptance and inclusion.



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### GATE-DAC

- Meeting was on Friday, Oct. 2
- Lisa Miller presented on Reopen & Redesign / Small Cohorts / Waiver Process Update. We talked about district resources including the CVUSD student tutors program, special education resources page, CVUSD Wellness Room, and the TOHS counseling virtual calming room.
- In the Faces of GATE segment, we talked about overexcitabilities (psychomotor, sensory, intellectual, imaginal, and emotional). We talked about the need for calming techniques to deal with overexcitabilities. The usefulness of the wellness and calming rooms for this purpose was highlighted.
- The student support services team is continuing to plan and schedule for activities. There will be a GATE activity for all sites (grades 4th - 12th) which will be a breakout box. Fun Fridays will continue and has already rolled out. A webinar for new GATE families was held on Thursday, Oct. 8. The district is offering pre-paid Odyssey of the Mind national memberships. Several schools have shown interest.
- The Thousand Oaks Library now has an ongoing seat at GATE-DAC. They made their first report at this meeting.
- GATE-DAC meets again on Friday, November 6th at 9:15am.

### DELAC

- Meeting was 9/29/2020
- Resources shared for parents and students -technology support/tutoring/community resources – TO Library homework help
- Lisa Miller updated COVID information, health and safety protocols
- Oct. 5 TK-6 waiver approval
- Learning Loss Recovery
- ELPAC assessment reviewed

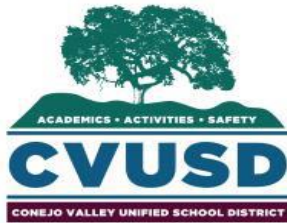
### SEDAC

- Thousand Oaks library provides on-line homework help for kindergarden-8<sup>th</sup> grade with help of volunteers.
- SELPA (Special Education Local Plan Area) provides 3 parent training classes:
  - a) Inclusion advocate by Dr. Katie Novac
  - b) Behavior Basics and Distance Learning
  - c) Facilitated IEP Meetings for Parents and Caregivers

Can sign up through [www.vcselpa.org](http://www.vcselpa.org)

- Thousand Oaks High School has added a new life skills room for autism program where students can practice sharpening skills necessary for daily living and future jobs.
- Remote Connection Family Resource Center, a program of Tri county Regional Center Rainbow Connection. Some meet once a month, and some meet several times a month. Many parents were

Posted 10/16/20



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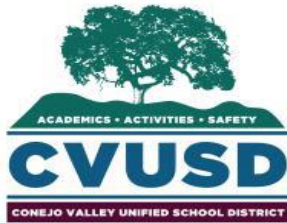
dealing with highlighted behaviors with their children due to changes in routines and frustrations. Virtual parents appreciated the opportunity to share strategies and simply be able to talk to other parents who understand.

- Three sub-committees of SEDAC:
  - A) Communication  
Goal: ---Create guidance for SEDAC reps on how to communicate with families  
---establish the chains of command/processes  
---establish what needs to be communicated to  
School sites
  - B) Curriculum  
Goal: ---inclusive sex education and literature  
Adoptions to include voices and author of  
disabilities
  - C) SEDAC Member Info Training  
Goal: ---Create a detailed handout/presentation to  
be given to all reps of duties and  
responsibilities  
--- Establish mentors for new reps and how  
they will mentor
- Information given by Dr. Lisa Miller:
  - A) All who have opted to be in school will be by next Monday
  - B) Services will be provided outside of each cohort and therefore will be provided by Zoom to avoid intermingling of students but details have not been finalized
- Elementary will not be combining two cohorts on Wednesdays and it will be only for two hours to allow for teacher prep, IEP, etc.

### **PTSA**

#### **Current/ Past Programs:**

- PTSA Membership: 199 members (down from over 700 last year) with nearly 100% staff membership. We are trying to increase our efforts through Facebook posts and emails, the ways in which PTSA is still active and beneficial, as we have heard many people do not understand why they should join or donate this year.
- Remote Learning Grants- 35 teachers applied for up to a \$200 grant each. Some examples of things purchased were computer programs like Math Seeds, Happy Numbers, Raz Kids, Adobe, Screencastify, Widget and BrainPop. Other purchases included items on Teachers Pay Teachers and resources for students like ipad styluses, whiteboard, gem containers, books for the class, filament to create students' 3D creations and so much more. Approximately  $\frac{1}{3}$  of the teachers who received the grant have already submitted their receipts and received reimbursement from PTSA.
- Core Lit Novels-We made Core Lit purchases for 3rd grade, and Special Ed and will be purchasing for 8th grade in the next week.



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- Art Reflections- online submissions date was pushed back to Oct 16 and we had 6 submissions. It is a significant decrease from previous years, but a lower number was expected this year.

### **Upcoming Events/ Programs:**

- Red Ribbon Week: Oct 26-30 Theme- Be Happy, Be Brave, Be Healthy!
  - -Working with ASB/Student Council to display banners on school fences
  - -Will be asking families to make signs about making healthy choices and take a photo or recorded video thanking first responders. This will be compiled to send to First Responders.
- On-line Scholastic Book Fair: Nov 2-15
- On-line Student Store open for Round 2: Tentative date Nov 2-13
- Restaurant Nights are resuming with the following: November 17 at Sharky's, Dec 15 at MOD

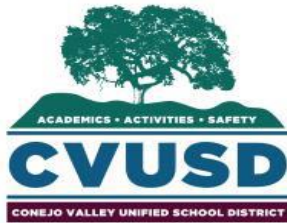
Mark Bowen thanked PTSA for the sound system he purchased via the grant for his classroom and Kate Tallion thanked PTSA for the Math Seeds website and printer paper for the Kindergarten team.

### IV. Principal's Remarks

- Discussed the new re-opening dates as a result of the Board meeting  
Grades TK – 2 begin 11/9  
Grades 3 – 5 begin 11/12  
Grades 6-8 begin 11/16
- Painting indicating social distancing and student movement patterns is underway around campus.
- Mrs. Penix created a video for new TK/Kindergartner parents and their children to familiarize them with the campus.
- TK/K teachers will provide a virtual tour of their rooms for parents.
- Working on enrollment request changes – Mr. Hedin reached out to all parents requesting changes. Many families changed their minds because of the information he provided.
- Screencastify presentation will be sent out to families prior to students returning illustrating how procedures will look when students return to Sycamore. This is expected to go out around Nov. 4/5.
- Mr. Hedin thanked PTSA for their continuous support of our students and staff.
- Thanked teachers for the efforts and the academic fidelity that is happening each and every day; he is beyond proud of the unbelievable accomplishments they make.

### V. Old Business

- SPSA Plan
  - Reviewed the process that went into developing the seven goals for the 2019 – 20 SPSA.
  - Reviewed the data used to create goals for last year's SPSA
  - Reviewed the developed bands and actions from 2019-20 SPSA
  - Need to add an additional goal for Learning Loss and actions
  - Members weighed in



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- A motion to move forward the 2019 – 20 SPSA goals to the 2020 – 21 SPSA with the addition of adding Learning Loss goals across all bands was presented.
  - Motion to Approve – Sarah Epstein
  - Second – Jon Power
  - Motion Approved

### VI. New Business

#### Reopening:

- Overview of the SCS Site Safety Summary presented –
  - student arrival/drop off
  - dismissal
  - students will carry their backpacks into their rooms
  - classroom sanitation between Cohorts
  - meals
  - passing periods, elementary recess
  - restrooms
  - portable sinks/hand sanitizing stations at entry points
  - Health Evaluation Room #4
  - Custodial cleaning schedule

Next Meeting: 11/18/20