



OAKLAND UNIFIED
SCHOOL DISTRICT
Community Schools, Thriving Students

Measure G1 Carryover Justification Long Form (Complete if carryover is more than \$5000)

Due Date: October 31, 2019

School:	Westlake Middle	Contact/Principal	Maya Taylor
School Address:	2629 Harrison Street Oakland, CA 94612	Principal Email	maya.taylor@ousd.org
		School Phone:	510-879-2130

Please fill out the information below for schoolwide carryover.

2018-19 Measure G1 Allocation	\$ 63,329.00
2018-19 Measure G1 Dollars Spent	\$ 56,435.47
Carryover Amount	\$ 6,893.53

Summary of Approved Expenditures and Actuals Spent from 2018-19

2018-19 Approved Expenditures from <i>Budget Justification and Narrative Section</i> (add more rows if necessary)		Budget Amount	Actual Spent
1	0.8 FTE Drama Teacher (apx \$66,000)	\$63,554.00	
2			
3			
4			
5			
Total		\$63,554.00	

Summary of Proposed Use of Carryover for 2019-20 (listed in order of priority)

2019-20 Proposed Carryover Expenditures from <i>Budget Justification and Narrative Section</i> (add more rows if necessary)		Budget Amount
1	Music Supplies and Instruments	\$2500
2	Art Supplies	\$1000
3	Empowerment Day Event Expenses	\$1300

4	College for All Transportation (Buses)- \$2093.53	
5		
	Budget Total (must add up to Anticipated Grant Amount)	\$6893.53

Narrative: Please provide the reasoning as to why the full Measure G1 allocation was not spent.

The full Measure G1 allocation for 2018-2019 was not spent due to the cost of the Drama Teacher being less than what was anticipated therefore leaving a carryover balance of \$6893.53.

REQUIRED: Please provide all meeting agendas, minutes, flyers, and sign-in sheets of the engagement meetings which addressed carryover funds with this application. The application will NOT be considered without this documentation of engagements.

Community Engagement Meeting(s) to Address Carryover Funds	
Community Group	Date
SSC	10/22/19

Staff Engagement Meeting(s) to Address Carryover Funds	
Staff Group	Date
Staff Meeting	10/31/19

Budget Justification and Narrative

In the following sections, please review the self-assessment and discuss your team's plan to address the following:

The Goals of the Measure

- Increase access to courses in arts, music, and world languages in grades 6-8
- Improve student retention during the transition from elementary to middle school
- Create a more positive and safe middle school learning environment

1. You **MUST** describe the current programmatic narrative for **EACH** section of the budget narrative based on the Measure G1 Initial Self-assessment and data analysis. Please highlight what G1 specifically supported in the 2018-19 school year.
2. Please explain how you plans to use the Measure G1 carry-over funds to develop strategic changes that meet the goals of the measure and that will lead to improved student outcomes.
3. Add additional lines if you would like to add additional budget items.
4. All budget items should total up to the total carry-over amount.

1. Music Program

Programmatic Narrative Based on Rubric		
<p>[Required: Please reflect on your self-assessment here, as well as what was learned from your previous year's use of G1 funds, and how the learnings are being applied to this year's proposed expenditures]</p> <p>The purchase of music instruments was not able to be completed due to the vendor no longer accepting purchase orders and canceling the order without</p>		
Budget	Description of 2019-20 Proposed Expenditures of Carryover Funds	Anticipated Student Outcome <i>(Include measurable student outcomes for each proposed activity. For example, number of students served, or percent increase in achievement for specific student group.)</i>
\$2500	Purchase of Music Instruments	Increase the number of scholars taking music

2. Art Program

Programmatic Narrative Based on Rubric		
<p>[Required: Please reflect on your self-assessment here, as well as what was learned from your previous year's use of G1 funds, and how the learnings are being applied to this year's proposed expenditures]</p>		
Budget	Description of 2019-20 Proposed Expenditures of Carryover Funds	Anticipated Student Outcome <i>(Include measurable student outcomes for each proposed activity. For example, number of students served, or percent increase in achievement for specific student group.)</i>
\$1000	Art Supplies	Exposing our entire 6th Grade to various art forms

3. World Language Program

Programmatic Narrative Based on Rubric

[Required: Please reflect on your self-assessment here, as well as what was learned from your previous year's use of G1 funds, and how the learnings are being applied to this year's proposed expenditures]

Westlake will not have a World Language Program for the 2019/2020 school year.

Budget	Description of 2019-20 Proposed Expenditures of Carryover Funds	Anticipated Student Outcome <i>(Include measurable student outcomes for each proposed activity. For example, number of students served, or percent increase in achievement for specific student group.)</i>
n/a		

4. 5th to 6th Grade Enrollment Retention

Programmatic Narrative Based on Data Analysis

[Required: Please reflect on your self assessment here, as well as what was learned from your previous year's use of G1 funds, and how the learnings are being applied to this year's proposed expenditures]

Budget	Description of 2019-20 Proposed Expenditures of Carryover Funds	Anticipated Student Outcome <i>(Include measurable student outcomes for each proposed activity. For example, number of students served, or percent increase in achievement for specific student group.)</i>
n/a		

5. Safe and Positive School Culture

Programmatic Narrative Based on Data Analysis

[Required: Please reflect on your self assessment here, as well as what was learned from your previous year's use of G1 funds, and how the learnings are being applied to this year's proposed expenditures]

Budget	Description of 2019-20 Proposed Expenditures of Carryover Funds	Anticipated Student Outcome <i>(Include measurable student outcomes for each proposed activity. For example, number of students served, or percent increase in achievement for specific student group.)</i>
\$1300	Supplies/Honorariums for Empowerment Day Event	decrease in the # of scholars receiving referrals/suspensions

\$2093.53	Transportation for College Tours	increase in academic performance

Please submit your 2018-19 Measure G1 Carryover Justification Form to Mark Triplett (mark.triplett@ousd.org) and Linda Pulido-Esquivel (linda.esquivel@ousd.org).

Westlake Middle School
Home of the Warrior Eagle Scholars & Champions

SSC Meeting
10/22/2019
5:30 p.m.
Westlake Library

AGENDA

- I. Welcome
- II. Establish Quorum
- III. Call for any additions/deletions of agenda items
- IV. Reading/Approval of Previous Minutes
- V. SSC Composition
- VI. Approval of Safety Plan (2020-2021)
- VII. Measure G1 Carryover (2018-2019)
- VIII. Public Input
- IX. Establish Date of Next Meeting
- X. Adjourn

School Site Council (SSC) Meeting

Elected
Members

Sign-In Sheet

Meeting Date: 10/22/2019

Elected SSC Members	Category	Signature
1. Maya Taylor	Principal	<i>Maya Taylor</i>
2. Morgan Cohen	Teacher	<i>Morgan Cohen</i>
3. Malika Rubin-Davis	Teacher	
4. Maurice Andre San-Chez	Teacher	
5. Ebado Ismail	Classified Staff	<i>Ebado Ismail</i>
6. Hakeem Bey	Community Member/Parent/Student	<i>Hakeem Bey</i>
7. Qiana Bey	Community Member/Parent/Student	
8. Ruqayyah Abdul-Rahim	Community Member/Parent/Student	<i>Ruqayyah Abdul-Rahim</i>
9. Kimberley Thomas	Community Member/Parent/Student	
10. Zuri Cheffon	Student	<i>Zuri Cheffon</i>

*Note: SSC must have a quorum (51%) to vote on agenda items. Alternates are not voting members, and do not count towards quorum.

School Site Council (SSC) Meeting

Public Sign-In

Sign-In Sheet

Meeting Date: 10/22/2019

Signature	Signature
1. <i>Debra H. Frank</i>	13.
2. <i>Steph E. Hayes</i>	14.
3. <i>Jennifer Carrasco</i>	15.
4. <i>[Signature]</i>	16.
5.	17.
6.	18.
7.	19.
8.	20.
9.	21.
10.	22.
11.	23.
12.	24.

**Westlake Middle School
2629 Harrison Street
Oakland, CA 94601**

SSC MEETING - LIBRARY

DATE: 10/22/2019
MINUTES

- I. **Welcome/Call to Order 5:45 p.m.**
Roll Call/Sign In
Maya Taylor, Morgan Cohen, Hakeem Bey, Zuri Cheffon, Ruqayyah Abdul-Rahim, Ebado Ismail, Hazina Bey, Ideal Franklin, Apryl Haynes, Janika Carrasco, Thuy Minh Nguyen all in attendance for the SSC meeting.
- II. **Establish Quorum**
 - Quorum Established 6/10 SSC Members present
- III. **Call for Additions/Deletions to Agenda**
 - None
- IV. **Approval of Minutes 9/18/2019 Establishment Meeting**
Ruqayyah Abdul-Rahim: One correction, Nadra Cheffon should be spelled Nadira.
Ebado Ismail: Will make that spelling correction to the 9/18 SSC Minutes.

Motion:

Motion: Ebado Ismail motions to approve, with correction of spelling of Nadira Cheffon's name, 9/18/2019 SSC Establishment Meeting Minutes.

Second: Ruqayyah Abdul-Rahim seconds the motion to approve, with correction of spelling of Nadira Cheffon's name, 9/18/2019 SSC Establishment Meeting Minutes

In Favor: Maya Taylor, Morgan Cohen, Hakeem Bey, Zuri Cheffon, Ruqayyah Abdul-Rahim, Ebado Ismail

Abstentions: None

Objections: None

Result: Motion Passed; 9/18/2019 SSC Establishment Meeting Minutes approved, with correction of spelling of Nadira Cheffon's name.

V. SSC Compostion

Maya Taylor: The SSC Bylaws we approved and adopted at our Establishment Meeting call for only one Student SSC Member. We currently have two. This can be addressed in two ways as only one student can serve as SSC Member. The students can decide if they would rather participate in a run-off election or if one of them would prefer to step town and allow the other to remain a member. The student member that does not remain can serve as an alternative.

- **After discussion, one student will step down and the other will serve as alternate.**

Motions

Motion: Ruqayyah Abdul-Rahim motions to elect Zuri Cheffon as Student SSC Member for the 2019/2020 Westlake School Site Council.

Second: Morgan Cohen seconds the motion to elect Zuri Cheffon as Student SSC Member for the 2019/2020 Westlake School Site Council.

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**DATE: 10/22/2019
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In Favor: Maya Taylor, Morgan Cohen, Hakeem Bey, Zuri Cheffon, Ruqayyah Abdul-Rahim, Ebado Ismail

Abstentions: None

Objections: None

Result: Motion Passed; Zuri Cheffon elected as Student SSC Member for the 2019/2020 Westlake School Site Council.

Motion: Ebado Ismail motions for Hazina Bey to serve as alternate SSC Member for the 2019/2020 Westlake School Site Council.

Second: Hakeem Bey seconds the motion for Hazina Bey to serve as alternate SSC Member for the 2019/2020 Westlake School Site Council.

In Favor: Maya Taylor, Morgan Cohen, Hakeem Bey, Zuri Cheffon, Ruqayyah Abdul-Rahim, Ebado Ismail

Abstentions: None

Objections: None

Result: Motion Passed; Hazina Bey to serve as alternate SSC Member for the 2019/2020 Westlake School Site Council.

VI. Approval of Safety Plan (2020-2021)

Maya Taylor: Each year, we must approve and submit our safety plan for the next school year which includes a drill schedule (with required 4 fire drills in August, November, February & May; 2 earthquake/disaster drills in October & March and 2 lockdown drills in September & April), staff member responsibilities in the event of an emergency or disaster. It also includes information about safety during the after school program and mandating reporting. It also includes information on our COST team. We need to submit our 2020-2021 Safety Plan Recommendations & Assurances. Open the floor for questions, comments, concerns. If none, can a member call for a vote.

Hakeem Bey: I like the idea of having everything all in one place.

- No other questions, comments or concerns.

Motion

Motion: Ebado Ismail motions to approve the 2020-2021 School Safety Plan.

Second: Zuri Cheffon seconds the motion to approve the 2020-2021 School Safety Plan

In Favor: Maya Taylor, Morgan Cohen, Hakeem Bey, Zuri Cheffon, Ruqayyah Abdul-Rahim, Ebado Ismail

Abstentions: None

Objections: None

See attachment 1 (signed School Safety Plan Recommendations & Assurances)

Result: Motion Passed; 2020-2021 School Safety Plan Approved-Chairperson Bey to sign School Safety Plan Recommendations & Assurances

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VII. Measure G1 Carryover

Maya Taylor: Advised last Thursday at the Principal's Meeting that we have a Measure G1 carryover of \$6,893.00 and we need to engage our communities in how these monies should be spent.

Measure G1 is to provide access to courses in Arts & World Languages as well as create a more positive and safe learning environment and to retain more students transitioning to middle from elementary school. We have received these funds for the last 3 years and have used it to fund:

- Drama Teacher; Dance/Choir Teacher; Music Instruments & Supplies in the Arts (dance barres, classroom supplies for drama, art and music classes)

We need to engage all Westlake communities and I am bringing this to the SSC. Any ideas/suggestions on how we should spend the money?

Hakeem Bey: Use all funds so there is no more carryover. Our kids need more resources so we should use as much as possible. For retaining kids, more classroom support/ more exposure to life/ more help for the after school program.

Maya Taylor: Exposure to what specifically?

Hakeem Bey: Tech courses, gardening, cooking – anything that can enrich their lives and experiences and they can take a skill or knowledge away.

Morgan Cohen: Money can be spent any way that we wish?

Maya Taylor: Yes, as long as it is within the three parameters-providing access to courses in Arts & World Languages, creating a positive and safe learning environment and retaining rising 5th graders in OUSD.

Hakeem Bey: If there is something is working, we should fund more of that.

Ruqayyah Abdul-Rahim: What current things are in place for 5th to 6th grade retention?

Maya Taylor: Summer Program – AIM High; purchased supplies and Westlake swag (hoodie/lanyard) for incoming 6th graders

Ebado Ismail: Music instruments

Ideal Franklin: OAL has told athletic directors only one coach will be paid for sports.

Morgan Cohen: Uniforms for sports teams, equipment, coaches for sports to be paid as well as taking our athletes to play outside of OUSD and exposing them to other environments.

Thuy Minh Nguyen: Transportation for College for All Field Trips for our 8th grade class.

Hakeem Bey: Would be ideal to find out exactly what the students want.

Zuri Cheffon: In drama class, kids want to go boating.

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Apryl Haynes: Agree with Zuri, should ask scholars, specifically in 108 SOAR Center to find out what they need in class/school (art on walls, math on walls, something to trigger them to stay in class.

Ruqayyah Abdul-Rahim: As far as engaging 6th graders, some type of event where 6th graders talk to current 8th graders to ask or answer questions.

Morgan Cohen: Agree; would be go to show incoming scholars what is expected of them at Westlake.

Ideal Franklin: Maybe paying additional speaker guests for the upcoming empowerment assemblies.

Ruqayyah Abdul-Rahim: It is difficult to find people to come without a paying them for their time.

Hakeem Bey: Maybe a guided survey for kids so we aren't overwhelmed with ideas.

Ideal Franklin: Trophies for sports teams.

Morgan Cohen: Money for an athlete's banquet

Maya Taylor: Next week, I will host a session at lunch with scholars to see what they believe the money should be spent on and will speak with network superintendent and present all ideas from communities to him.

VIII. Public Input

April Haynes: Would like to discuss SOAR Center, instead of scholars just sitting there, they should really reflect on (i.e. write an essay). Dr. Joy has a mindfulness card game that relaxes the body, mind spirit and is fun and engaging. Do not understand why the same scholars are in the SOAR Center every day. Speaking out as we are missing something and need to trigger these scholars educationally because the time they are spending in there is not productive at all.

Maya Taylor: We hear your concerns and 2 weeks ago, we changed the structure in the SOAR Center. Now, all scholars are required to fill out reflections, parents are notified when a scholar is in the SOAR center, it is no longer a place to just sit- teachers are loading assignments onto Google classroom, Khan Academy is accessible for skill building and again, all scholars are required to answer questions in reflection. The SOAR center is now hosted by Mr. Omolade on Mondays, Mr. Ige on Tuesdays and Thursdays and myself or Mr. Thompson on Wednesday and Fridays. Teachers are coming by on the prep period to offer academic support. We find that a lot of scholars who are frequenting the SOAR Center are experiencing trauma at home. Different approaches are being tried. This is the first year that we have continuity in staffing in the Case Manager position, this staff member deals with the most difficult scholars every day. We have also connected COST processes and these scholars are flooded with resources; some scholars we see daily in the SOAR Center as 6th graders and by

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the time they are in 8th grade, do not come to the SOAR Center at all. Westlake serves every scholar on the spectrum from 4.0 scholars to scholars in the SDC ICE class. We recognize that the same program does not work every time, it is great to have parents come in as thought partners and collaborators. In another week or so, you will continue to see changes in the SOAR Center. Administrators are blocking off days, it is a different thing for scholars when they have to face the principal.

Apryl Haynes: As Parents of Westlake, here for staff and parents. Would love to teach children and interact. How can I bring my skills (conflict resolutions or a space for a child to be themselves (i.e. loud or quiet)).

Maya Taylor: Create a proposal, bring it the administration and if you plan on being here more than 2-3 times, you must volunteer through the District Office and any scholars you work with would need to have a signed permission slip from their parents.

IX. Establish Date of Next Meeting

Bylaws state School Site Council meets monthly on the third Wednesday of each month at 5:30 p.m.

Next SSC Meetings: November 20 at 5:30 p.m.; December 18, 2019 at 5:30 p.m.

X. Adjourn

Motion: 6:26 p.m. Ebado Ismail motions to adjourn SSC Meeting.

Second: Hakeem Bey seconds the motion to adjourn SSC Meeting.

In Favor:

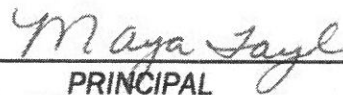
Abstentions: None

Objections: None

Result: Motion Passed - SSC Meeting Adjourned at 6:26 p.m.

NEXT MEETING DATE: NOVEMBER 20, 2019

MINUTES SUBMITTED BY: 
EBADO ISMAIL; SSC SECRETARY

SIGNATURE: 
PRINCIPAL

DATE: 10.23.19



Strategic Resource Planning

2019-20

School Site Council Membership Roster – Secondary

School Name: Westlake Middle School

Chairperson : Hakeem Bey
Vice Chairperson: Maurice Andre San-Chez
Secretary: Ebado Ismail

Place "X" in Appropriate Column

Member's Name	Principal	Classroom Teacher	Other Staff	Parent/Community Member	Student
Maya Taylor	X				
Malika Rubin-Davis		X			
Morgan Cohen		X			
Maurice Andre San-Chez		X			
Qiana Bey				X	
Hakeem Bey				X	
Zuri Cheffon					X
Ruqayyah Abul-Rahim				X	
Kimberley Thomas				X	
Ebado Ismail			X		

Meeting Schedule (day/month/time)	3rd Wednesday of every month-5:30 p.m.
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SSC Legal Requirements (EC Sections 65000-65001):

- Members MUST be selected/elected by peer groups;
- There MUST be an equal number of school staff and parent/community/student members;
- Majority of school staff members must be classroom teachers except where school has been approved for a smaller SSC;
- High School SSCs MUST have student members; and**
- Parents/community members cannot be OUSD employees at the site.

1 Principal
3 Classroom Teachers
1 Other Staff
AND
5 Parents/Community Members (middle schools only)
OR
5 Parents/Community Members/Students (middle or high schools)

ALL STAFF MEETING



Thursday, October 31, 2019

AGENDA

- Mindfulness Exercise- 2 minutes (Coach Mom)
 - Staff Introductions- 1 minute (New Staff Only)
 - Chapter 510- 10 minutes (Chapter 510)
 - Salesforce Educator Retention Program- 10 minutes (Ms. Taylor)
 - Holiday Celebrations- 8 minutes (Ms. Taylor/Mr. Thompson)
 - Important Dates/ Upcoming Events- 5 minutes (Ms. Taylor)
 - Open Forum- 5 minutes (All Staff)
 - Measure G1 Carryover
 - **Next Meeting: TBD (suggestion- Dec. 12)**
 - Optimistic Close/ Appreciations- 4 minutes (All Staff)
-

Westlake Middle School - All Staff Meeting

Date: 10/31/2019
Time: 3:45-4:30 Library

Last Name	First Name	Position	Signature
Allen	Monika	IA.SPED	
Ataie	Wajima	SP IMMIG CHD	<i>excused - not</i>
Baumgartner	Joshua	TCHSTRENGIM	<i>excused - not</i>
Bell	Vernon	TCHSTRENGIM	
Branscomb	Carlton	TCHSTRENGIM	
Bullock	JT	PARAED	
Chorley	Eric	TCHSTRENGIM	<i>Eric M. Chorley</i>
Cohen	Morgan	TCHSTRENGIM	<i>Morgan Cohen</i>
Elliott	Phillip	Head Custodian	
Ferris	Thomas	TCHSTRENGIM	<i>excused</i>
Flood	Herman	Custodian	<i>excused</i>
Foster	Johnnia	PARAED	<i>absent not</i>
Foy	Apriol	SSO	<i>here not</i>
Gutierrez	Gregorio	TCHSTRENGIM	<i>Sherrin Gutierrez</i>
Harris	Kenneth	Custodian	<i>excused</i>
Hornich	Samuel	TCHSTRENGIM	
Ige	Adekunle	Case Manager	
Ismail	Ebado	AAIII	
Jacobs	Lee	TCHSTRENGIM	<i>excused - not</i>
Jefferson	Reashaun	PARAED	
Jones	Jana	TCHSTRENGIM	
Joyce	Jennifer	ITL	
Khak	Sarom	PARAED	<i>absent - not</i>
La	Bette	TCHSTRENGIM	<i>here not</i>
Menendez	Santiago	TCHSTRENGIM	
Monroe	Nicholas	TCHSTRENGIM	<i>absent - not</i>
Newton	Joel	TCHSTRENGIM	

K Malich

Tah An

CHCIL

Antonia Thomas

Westlake Middle School - All Staff Meeting

Date: 10/31/2019
Time: 3:45-4:30 Library

Last Name	First Name	Position	Signature
Nguyen	Thuy Minh	Counselor	here - <i>TM</i>
Nov	Samantha	School Psychologist	excused - <i>NS</i>
Omolade	Moses	CSM	excused - <i>MO</i>
Patterson	Roderick	TCHSTRENGIM	excused - <i>RP</i>
Rocco-Ovattidiri	Genya	TCHSTRENGIM	<i>RO</i>
Rosaso	Walter	PARAED	absent - <i>RS</i>
Rubin-Davis	Malika	TCHSTRENGIM	absent - <i>RD</i>
San-Chez	Andre	TCHSTRENGIM	<i>SC</i>
Tate	Velvet	Cafeteria Manager	excused - <i>VT</i>
Taylor	Maya	Principal	Maya Jags
Thomas	Kim	PARAED	absent - <i>TK</i>
Thompson	Brad	TCHSTRENGIM	Brad Thompson
Thompson	Ronald	AP	Ronald Thompson
Ting	Andrew	TCHSTRENGIM	<i>TI</i>
West	Andrew	CCTL	<i>W</i>
Williams	Stasi	TCHSTRENGIM	absent - <i>WL</i>
Williams	Tandeka	IA SPED	absent - <i>WT</i>
Wong	Samantha	School Nurse	excused - <i>WO</i>
Wu	Helena	Attendance Specialist	here - <i>WU</i>
Wu	Janet	Speech Pathologist	excused - <i>WJ</i>
Wu	Jianzhi	TCHSTRENGIM	<i>WJ</i>
Zacher	Ted	TCHSTRENGIM	<i>Z</i>

Franklin Ideal Athletics Director *Franklin*

Dischinger-Swedes Geneva *Dischinger-Swedes*

Copuz Michelle Blueprint *Copuz*

Berenson Blue print *Berenson*

[Handwritten signatures]