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**OAKLAND UNIFIED
SCHOOL DISTRICT**
Community Schools, Thriving Students

Board Cover Memorandum

To Measure G1 Districtwide Teacher Retention and Middle School Improvement Act Oversight Commission

From Middle School Network

Meeting Date December 13, 2022

Subject Claremont Middle School 2021-22 Measure G1 Carryover Request Form

Ask of the Commission Approve the Claremont Middle School 2021-22 Measure G1 Carryover Request Form.

Discussion Middle School Network is open to questions from the commission regarding the Claremont Middle School 2021-22 Measure G1 Carryover Request Form.

Fiscal Impact The recommended amount is **\$10,563.46**. It's coming from resource 9332 - Measure G1.

Attachment(s) Carryover Request form attached.



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

Due Date: December 2, 2022

School:	Claremont Middle School	Contact/Principal	Tremaine Moore
School Address:	5750 College Avenue Oakland, CA 94618	Principal Email	tremaine.moore@ousd.org
		School Phone:	510-654-7337

2021-2022 Carryover Amount	\$10,563.46
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Summary of Proposed Use of Carryover for 2021-22 (listed in order of priority)

2021-22 Proposed Carryover Expenditures from <i>Budget Justification and Narrative Section</i>		Budget
1	Art Winter Showcase - art supplies, decorations, food	\$2,500.00
2	Music Spring Festival - music, food, decorations, outdoor games/prizes, snow cone machine	\$5,000.00
3	Fine/Performing Arts and Sports Banquet - food, awards, certificates, music, decorations	\$2,500.00
4	Supplies - Fidget toys, kinetic sand, comfort space, squishy balls	\$563.46
Budget Total (must add up to Anticipated Grant Amount)		\$10,563.46

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

Due to leadership shifts, there was an oversight in spending entire allocation

REQUIRED: Please provide all meeting agendas, minutes, 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
School Site Council SSC Minutes	11/2/22

Staff Engagement Meeting(s) to Address Carryover Funds
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Staff Group	Date
Site Leadership Team SLT Minutes	11/14/22

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

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 2020-21 school year.

1. Please explain how you plan 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.
2. Add additional lines if you would like to add additional budget items.
3. All budget items should total up to the total carry-over amount.

1. Music Program

Programmatic Narrative Based on Rubric		
Budget	Description of 2021-22 Proposed Expenditures of Carryover Funds	Anticipated Student Outcome <i>(Include measurable student outcomes for each proposed activity. For example, number of students served, or achievement for specific student groups.)</i>
\$5,000	Music Spring Extravaganza/Festival - This was a success last year. We were able to serve the entire student body (approx. 450 students) in participating in our spring festival. We were only able to include a small number of community members (about 10 parent volunteers). This year we will be able to continue to serve the student body and parents/community members.	47 students in grades 6-8 will perform musical pieces they have learned through direct teacher instruction for the school community of students, families, and staff. 30 students in grades 7-8 will perform vocal selections that they have learned through direct instruction from choir director
\$2,500	Fine/Performing Arts Student Recognition Awards and Banquet - This was a goal last year, but we were unable to have it happen due to the limitations on having community (families, community) on campus because of Covid protocols.	Approx. 160 students are served in music and art classes.

2. Art Program

Programmatic Narrative Based on Rubric		
Budget	Description of 2021-22 Proposed Expenditures of Carryover Funds	Anticipated Student Outcome <i>(Include measurable student outcomes for each proposed activity. For example, number of students served, or achievement for specific student groups.)</i>
\$2,500	Art Winter Showcase - This was a goal last year, but we were unable to have it happen due to the limitations on having community (families, community) on campus because of Covid protocols.	86 students in grades 7-8 receive art instruction. Students will put on display in an art exhibit: drawings, paintings, models and scripting for the school community of

5. Safe and Positive School Culture

Programmatic Narrative Based on Data Analysis		
Budget	Description of 2021-22 Proposed Expenditures of Carryover Funds	Anticipated Student Outcome <i>(Include measurable student outcomes for each proposed activity. For example, number of students served, or achievement for specific student groups.)</i>
\$563.46	Fidget toys, Kinesthetic sand for SEL	50 students will be served with fidget toys to help calm anxiety and nervousness. It will help relieve stress and serve as a distraction in an overstimulating environment.

Please submit your 2021-22 Measure G1 Carryover Justification Form to Cliff Hong (clifford.hong@ousd.org) and Karen Lozano (karen.lozano@ousd.org).

Claremont Middle School

SSC Establishment Meeting Minutes Template

Format (Check all that apply)

- Zoom
- In-Person

Date: 11/02/22

Meeting Time Start: 6pm

SSC Members Present (*Complete after election results*): Tremaine Moore, Edana Anderson, Michelle Coker, Jhunehi Fortaleza, Michael Alexander, Mareme Samb, Carnial Booker, Keiyana Kemp,

SSC Members Absent: Chad Chiparo, Alyse Green

Community Members Present: Maey Satetern

[Sign in sheet](#) [Meeting Agenda](#) [Establishment Flyer](#) [SSC Election Tally Count](#) [Sells Roster](#)

<p>SSC Training Overview Presentation</p>	<p>Facilitated by: Edana Anderson Notes: Mr. Moore explained the role of the SSC and the duties.</p>												
<p>Peer Elections of Members</p>	<p>The Following Members returned to complete the 2nd year of their two-year term:</p> <ul style="list-style-type: none"> • Parents/Community member: Mareme Samb, Michelle Coker- 2nd year • Teachers: Chad Chiparo - 2nd year • Other staff: Edana Anderson- 2nd year <hr/> <p>Peer elections took place and the following members were elected by their respective peers.- Call for nominations for each member group at a time.</p> <ul style="list-style-type: none"> • Parents/Community member peer election: <ul style="list-style-type: none"> • <i>All nominees were unanimously elected by raise of hand</i> <table border="1" style="width: 100%; border-collapse: collapse; margin-top: 10px;"> <thead> <tr style="background-color: #cccccc;"> <th style="width: 60%;">Name of Nominee</th> <th style="width: 15%;"># of Votes</th> <th style="width: 25%;">Elected (yes/no)</th> </tr> </thead> <tbody> <tr> <td>Michelle Coker</td> <td style="text-align: center;">4</td> <td style="text-align: center;">Yes</td> </tr> <tr> <td>Mareem Samb</td> <td style="text-align: center;">4</td> <td style="text-align: center;">Yes</td> </tr> <tr> <td>Michael Alexander</td> <td style="text-align: center;">4</td> <td style="text-align: center;">Yes</td> </tr> </tbody> </table>	Name of Nominee	# of Votes	Elected (yes/no)	Michelle Coker	4	Yes	Mareem Samb	4	Yes	Michael Alexander	4	Yes
Name of Nominee	# of Votes	Elected (yes/no)											
Michelle Coker	4	Yes											
Mareem Samb	4	Yes											
Michael Alexander	4	Yes											

Keiyana Kemp	4	Yes
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- Teachers member peer election:

Name of Nominee	# of Votes	Elected (yes/no)
Carnial Booker	26	Yes
Jhunehl Fortaleza	26	Yes
Chad Chiparo	26	Yes

- Other staff member peer election:

Name of Nominee	# of Votes	Elected (yes/no)
Edana Anderson	10	Yes

- Student peer election:

Name of Nominee	# of Votes	Elected (yes/no)
Alyse Green	10	Yes

Election of Officer

Call for Nominations for each officer position at a time.

Can be elected by ballot vote if multiple SSC candidates OR simply make a motion (single candidate) - Individuals can self nominate or be nominated by others.

SSC Chair Election:

1. **Michael Alexander** Motion: I move that **Michelle Coker** be elected as Chair of the School Site Council for **Claremont Middle School**
2. **Jhunehl Fortaleza**: I **Second** the motion
3. *The motion has been moved and seconded, take the vote by asking through a show of hands "All in favor, All opposed, any abstentions"*
4. **Vote** Outcome: **All in Favor, no opposed or abstentions**

SSC Vice Chair Election:

1. **Michelle Coker** Motion: I move that **Keiyana Kemp** be elected as Vice

	<p>Chair of the School Site Council for Claremont Middle School</p> <ol style="list-style-type: none"> 2. Carnial Booker: I Second the motion 3. <i>The motion has been moved and seconded, take the vote by asking through a show of hands "All in favor, All opposed, any abstentions"</i> 4. Vote Outcome: <u>All in Favor, no opposed or abstentions</u> <p><u>SSC Secretary Election:</u></p> <ol style="list-style-type: none"> 1. Jhunehl Fortaleza Motion: I move that Edana Anderson be elected as Secretary of the School Site Council for Claremont Middle School 2. Michele Coker: I Second the motion 3. <i>The motion has been moved and seconded, take the vote by asking through a show of hands "All in favor, All opposed, any abstentions"</i> 4. Vote Outcome: <u>All in Favor, no opposed or abstentions</u>
<p>Approval of Bylaws</p>	<p>Bylaws are shared with attendees and the floor is open for any suggested changes to Bylaws:</p> <ol style="list-style-type: none"> 1. Changing the meeting day to the first Wednesday of each month <p><u>Vote to Approve Bylaws</u></p> <ol style="list-style-type: none"> 1. Tremaine Moore Motion: I move that the Claremont Middle School bylaws be approved with the suggested changes incorporated above. <i>(If there were no changes to the bylaws made - SAY " I move to Approve bylaws with no additions or changes")</i> 2. Edana Anderson: I Second the motion 3. <i>The motion has been moved and seconded, take the vote by asking through a show of hands "All in favor, All opposed, any abstentions"</i> 4. Vote Outcome: <u>All 8 members in favor, 0 opposed, 0 abstentions</u>
<p>SELLS Training (Refer to Quick Guide)</p> <p>SELLS Training Powerpoint for more info</p>	<p>Reviewed the SELLS Training Powerpoint</p>
<p>SELLS Committee Formation Options</p>	<p>We discussed incorporating the SELLS Committee as a subcommittee of the SSC. It was agreed by all members that we should make the SELLS committee a subcommittee of the SSC.</p> <p>Support for option 3, which would make SELLS a continuing agenda item for the SSC.</p>

<p>Traditional Establishment (election of EL parents)</p> <p>SSC designated as SELLS</p> <p>A subcommittee of SSC designated as SELLS</p>	<p>This seems like the best choice considering:</p> <ul style="list-style-type: none"> • Our school has always prioritized ELL's who are a significant portion of our school. • difficulty getting enough parents and teachers engaged, <p>Edana Anderson: motion for option 2, which will make SELLS a continuing agenda item for the SSC; seconded by Carnial Booker.</p> <p><u> 8 </u>(yes) <u> 0 </u>(no) <u> 0 </u>(abstain)</p>
<p>Peer Election (If Applicable)</p>	
<p>Site Safety Plan</p>	<p>Mr. Moore reviewed the Site Safety Plan. Mr. Moore took input and made necessary updates from the committee about Culture & Climate, students representing Claremont when they are on and off campus- how can we build community with our Claremont community and neighboring business, expectations for the drills and lockdowns. We reviewed the Recommendations & Assurances.</p> <p>Mr. Moore asked if the committee would like to approve the Site Safety Plan as presented with the discussed updates.</p> <p>Michelle Coker moved to approve the CMS Site Safety Plan, Micheal Alexander seconded the motion. We took a hand vote, it was unanimous, all in favor.</p>
<p>Measure G1 Carryover funds</p>	<p>Mr. Moore shared with the SSC that Claremont had \$10,563.46 left in carryover funds from Measure G1. He explained that funds from Measure G1 are used to pay for our art teacher, choir program, and student advisor. Mr. Moore shared that it has been suggested that funds be spent to support the exhibition of our student art work, music, and SEL.</p> <p>The suggested items to spend the funds on was for an Art Winter Showcase (January), Music Spring Extravaganza or Spring Festival (March), Awards Banquet (May) and Fidget toys for SEL.</p> <p>Mr. Moore asked if there were any other suggestions. The board agreed with the suggestions of how to spend carryover Measure G1 funds.</p>
<p>Public input</p>	<p>Notes: We had a wonderful fall festival. The kids really enjoyed it, We also had the first CMS school store.</p> <p>Ms. Coker thanked everyone for attending, it's important for not only our school, but also the district. \$2 million dollars was left unspent by the district. We need everyone's voice on how to best spend the money on our school/ district. We can also offer incentives for parents to attend the meeting/ parent engagement.</p> <p>Next week there will be minimum days for student led conferences.</p>
<p>Establish Date of Next Meeting & Adjourn</p>	<p>Next Meeting Date:12/7/2022 at 6pm via Zoom with raffle prizes.</p> <p>Time of Adjournment: 6:58pm</p>

PLEASE MAKE A COPY OF THIS DOCUMENT AND SAVE IN YOUR DRIVE

Claremont Middle School

SSC Establishment Meeting Minutes Template

Format (Check all that apply)

Zoom

In-Person

Date: 10/25/2022

Meeting Time Start: 6pm

SSC Members Present (*Complete after election results*): Tremain Moore, Edana Anderson, Michelle Coker, Alyse Green

Must Submit Sign-in Sheet or Zoom participant list in addition to minutes.

1. Welcome/ Introductions	Facilitated by: Tremain Moore Notes: Displayed the video
2. Peer Elections of Members	There were not enough parents to hold elections. Mr. Moore discussed having a special meeting next week, with the hopes that we are able to have enough parents to join.
3. Election of Officer	We were not able to hold elections because we did not have enough participants.
4. Approval of Bylaws	We did not have a quorum to vote
5. Public input	Notes: Briefly discussed the fall festival happening tomorrow,
6. Establish Date of Next Meeting & Adjourn	Next Meeting Date: 11/2/22 at 6pm via Zoom Time of Adjournment: 6:15pm

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Claremont Middle School

SSC Establishment Meeting Minutes Template

Format (Check all that apply)

- Zoom
 In-Person

Date: 9/28/2022

Meeting Time Start: 6pm

SSC Members Present (*Complete after election results*): Tremaine Moore, Edana Anderson, Michelle Coker, Mareme Samb

Must Submit Sign-in Sheet or Zoom participant list in addition to minutes.

7. SSC Training Overview Presentation	Facilitated by: Tremaine Moore Notes: Displayed the video
8. Peer Elections of Members	<p>The Following Members returned to complete the 2nd year of their two-year term:</p> <ul style="list-style-type: none">• Parents/Community member: [Insert the name of returning parent members present, if any] - 2nd year• Teachers: [Insert the name of returning teacher members present, if any] - 2nd year• Other staff: [Insert the name of returning other staff member present, if any] - 2nd year <hr/> <p>Peer elections took place and the following members were elected by their respective peers.- Call for nominations for each member group at a time.</p> <p><i>NOTE: Candidates must be elected, use of ballots preferred (Election required even if there is only a single candidate). Individuals can self nominate or be nominated by others. Please be sure to include information that reflects an election process for auditors (i.e number or votes, how process occurred, etc.). Submit samples of election materials (ballots, tallys) to SRP specialist.</i></p> <p><i>Example of how to record a Peer Election:</i></p> <ul style="list-style-type: none">• Parent/community member<ul style="list-style-type: none">○ Sarah Johnson - 3 votes received by ballot○ Thomas Teel - Unanimously elected by raise of hand (4)• Parents/Community member peer election:<ul style="list-style-type: none">• [Elected member name] - Include # of votes & how vote took place

Name of Nominee	# of Votes	Outcome

- Teachers member peer election:
 - [Elected member name] - Include # of votes & how vote took place
- Other staff member peer election:
 - [Elected member name] - Include # of votes & how vote took place

9. Election of Officer

Call for Nominations for each officer position at a time.

Can be elected by ballot vote if multiple SSC candidates OR simply make a motion (single candidate) - Individuals can self nominate or be nominated by others.

SSC Chair Election:

1. [Motioning Member's name here] **Motion:** I move that [member name] be elected as Chair of the School Site Council for [School Name]
2. [Seconding Member's name here]: I **Second** the motion
3. *The motion has been moved and seconded, take the vote by asking through a show of hands "All in favor, All opposed, any abstentions"*
4. **Vote** Outcome: _____

SSC Vice Chair Election:

1. [Motioning Member's name here] **Motion:** I move that [member name] be elected as Vice Chair of the School Site Council for [School Name]
2. [Seconding Member's name here]: I **Second** the motion
3. *The motion has been moved and seconded, take the vote by asking through a show of hands "All in favor, All opposed, any abstentions"*
4. **Vote** Outcome: _____

SSC Secretary Election:

1. [Motioning Member's name here] **Motion:** I move that [member name] be elected as Secretary of the School Site Council for [School Name]
2. [Seconding Member's name here]: I **Second** the motion

	<p>3. <i>The motion has been moved and seconded, take the vote by asking through a show of hands "All in favor, All opposed, any abstentions"</i></p> <p>4. Vote Outcome: _____</p>
<p>10. Approval of Bylaws</p>	<p>Bylaws are shared with attendees and the floor is open for any suggested changes to Bylaws:</p> <ol style="list-style-type: none"> 1. [Insert change 1, if any] 2. [Insert change 2, if any] <p><u>Vote to Approve Bylaws</u></p> <ol style="list-style-type: none"> 1. [Motioning Member's name here] Motion: I move that the [school name] bylaws be approved with the suggested changes incorporated above. <i>(If there were no changes to the bylaws made - SAY "I move to Approve bylaws with no additions or changes")</i> 2. [Seconding Member's name here] : I Second the motion 3. <i>The motion has been moved and seconded, take the vote by asking through a show of hands "All in favor, All opposed, any abstentions"</i> 4. Vote Outcome: _____
<p>11. Public input</p>	<p>Notes:</p>
<p>12. Establish Date of Next Meeting & Adjourn</p>	<p>Next Meeting Date:</p> <p>Time of Adjournment:</p>

CLAREMONT MIDDLE SCHOOL

SLT RUNNING AGENDA 2022-2023

IMPORTANT LINKS

- [Workday](#)
- [Onboarding](#)
- [Incident log](#)
- [504s](#)
- [Admin one pager](#)

MEETING NORMS

- Come prepared and stay engaged
- Respect the time
- Make space for all voices
- Assume positive intent
- Be reflective and open to new possibilities
- Fearlessly ask and communicate
- Keep students at the focus
- Bring Joy to the process

Dec. 5, 2022

Members present: Anderson, Doubly, Gonzalez, Pareja, Moore, McNeil, Chiparo, Johnson, Thomas

Check in question: What do you want for Christmas?

Doubly - bike

Chiparo - bathroom in my garage

Moore - a week of no absences

Pareja - Adele concert tickets

K - Games for PS

Anderson - Mariah Carey concert - Healthy, have fun

Thomas - Colorado State to have vet appt of my house

PJ - world peace and love

Gonzalez - beach house or a day at the beach

Share outs

6th - MicDun excluded from ASP this week for violating NCC - Moore will check in with him, TanSte/Zelie restorative circle, JimWal behavior chart, Aug IEP in Dec, AleCoh accountability sheet?

7th - Behavior contract for JamCol, RetCam has not returned yet, Iyo having challenges

8th - Bel and Bla are back - no permissions to leave class, Kas extended facility stay, NicDoy illness

Pareja - Enrollment - Enrollwise new platform is live, showcases

Culture and Climate - Student store, 42 kids to Salesforce, ACC meetings,

RJ - RJ summit in March

Items to review

MG! - It was suggested and agreed at our last meeting that we would use MG1 carryover funds for our Art Winter Showcase, Spring Extravaganza or Spring Festival, Awards Banquet, and fidget toys.

Volunteers - Need to schedule a meeting to discuss expectations and assignments

November 14, 2022

Members present: Anderson, Doubly, Gonzalez, Pareja, Moore, McNeil, Chiparo, Johnson, Thomas

Topic and time	Agenda Item	Notes
	<p>Check in Questions What is a must have for Thanksgiving?</p>	<ul style="list-style-type: none"> - Anderson - Sweet potatoes - Doubly - Ham (hard to choose just one) - Moore - Mac and Cheese - Mr. K - Fried Turkey - Gonzalez - Turkey - Chiparo - Cranberry Sauce - Johnson - Sweet Potatoes - Thomas - Turkey and stuffing - Pareja - Mac and Cheese
	<p>Share outs Personal or professional wins</p>	<ul style="list-style-type: none"> - Doubly - doughnut party, celebrate their wins - Lefkowitz - breakthrough with Winston - Mr. K - SLT relying on each other - Gonzalez - Passed bilingual test, supporting families more, 2 years retroactive, blessings of giving - Chiparo - cross country season, school tours (student led), win with SLT (spirit week) - Johnson - Arthur checked in on me, meditation growing - Thomas - EliH - Moore -
	<p>Measure G1 Carryover</p>	<ul style="list-style-type: none"> - We have carryover money from Measure G1 that must be spent. We currently use the Measure G1 funds for our art teacher, choir program, and student advisor. Let's think about how we can utilize the funds to highlight these areas. - Suggestions <ul style="list-style-type: none"> - Let's plan a way to put the work done in art class on display, like an exhibit (Anderson) - It should be in a way that we can invite the community to be a part of the activities. (Anderson) - We are already discussing how we can make our fall festival better in the spring. Let's make it a music spring extravaganza or spring festival in which we can have our student singers, musicians, and artists perform for students and school community (Doubly) - Can we use some of the funds to purchase some fidget toys or kinesthetic sand for some of our students? It really helps them be calm and safe in classrooms. (Pareja) - I would say that we need to have something that sums up all the accomplishments of the year, but make it really nice, like a sit down luncheon or dinner for students and families. (Thomas)

		After discussion, the group agrees on suggestions and would like to use MG1 carryover funds for Art Showcase, Spring Festival, Fidget Toys, and an end of the year Awards Banquet.
	Student behaviors	- Hold over until next meeting on Friday
	General check in	6th: Student Survey for ODO https://ins.gt/5Dt0lj , supporting students while holding them accountable. 7th: Student Survey for ODO https://ins.gt/ZBvwmt 8th: Student Survey for ODO https://ins.gt/QlewSf Post trip survey for Staff Parent Chaperone Survey Coaching: Seeing where everyone is, working with curriculum and management Office: remind about signing in/out Counseling: Class changes in 8th period RJ: sock drive, spirit week - daily themes and activities CSM: Hispanic Celebration tonight CK: working with bullying

November 4, 2022

Members present: Anderson, Doubly, Gonzalez, Pareja, Moore, McNeil, Chiparo, Johnson, Thomas, Lefkowitz

Topic and time	Agenda Item	Notes
	<p>Check in Name That Tune</p> <p>Everyone choose a song from middle school or high school that was one of your favorite songs and we have to guess it.</p>	<ul style="list-style-type: none"> - Anderson - - Doubly - - Johnson - Outstanding (Gap BAnd) - Gonzalez - - Mr. K - Jump (Kris Kross) - Chiparo - 2 live crew - Pareja - - Thomas - Low (Flo Rida) - Lefkowitz - All My Life (K - Ci / Jojo) - Moore - Candy Girl (New Edition)
	<p>Share outs Personal or professional wins</p>	<ul style="list-style-type: none"> - Doubly - doughnut pary, celebrate their wins - Lefkowitz - breakthrough with Winston - Mr. K - SLT relying on each other - Gonzalez - Passed bilingual test, supporting families more, 2 years retroactive, blessings of giving - Chiparo - cross country season, school tours (student led), win with SLT (spirit week) - Johnson - Arthur checked in on me, meditation growing - Thomas - EliH - Moore -
	Upcoming Events	- SLCs