

Board Office Use: <b>Legislative File Info.</b>	
File ID Number	23-1355A
Introduction Date	9/12/2023
Enactment Number	
Enactment Date	



**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** September 12, 2023

**Subject** Revised Frick United 2023-24 Measure G1 Proposal

**Ask of the Commission** Approve the Revised Frick United 2023-24 Measure G1 Proposal

**Discussion** Middle School Network is open to questions from the commission regarding the Revised Frick United 2023-24 Measure G1 Proposal.

**Fiscal Impact** The recommended amount is **\$187,122.78**. It's coming from resource 9332 - Measure G1.

**Attachment(s)** Grant Application attached.





**2023-24  
Measure G1 Proposal**

*Due: January 30, 2023*

## School Information & Student Data

<b>School</b>	Frick United Academy of Language	<b>School Phone</b>	510-879-3219
<b>Contact</b>	Amapola Obrera	<b>Contact Email</b>	amapola.obrera@ousd.org
<b>Principal</b>	Amapola Obrera	<b>Principal Email</b>	amapola.obrera@ousd.org
<b>School Address</b>	2845 64th Avenue Oakland, CA 94605	<b>2022-23 CALPADS Enrollment Data (6-8 Oakland Residents Only)</b>	303
<b>Recommended Grant Amount<sup>1</sup></b>	<b>\$187,122.78</b>	<b>2022-23 LCFF Enrollment</b>	316

Student Demographics (%)				Measure G1 Team	
				Name	Position
English Learners	37%	Asian/Pacific Islander	<4%	Simone Delucchi	Restorative Community School Manager
LCFF	95%	Latinx	52%	Michelle Gonzalez	Assistant Principal
SPED		Black or African-American	41%	Jaymie Lollie	Community School Manager
		White	1%	Amapola Obrera	Principal
		Indigenous or Native American	<1%	David Yoshihara	Assistant Principal
		Multiracial	2%		

<sup>1</sup> Allocation of funds will be based on the prior year 20-day count for 6-8 enrollment multiplied by the LCFF % and total funds collected from tax revenue.

Chronic Absence				
Metric	2020-21	2021-22	2022-23	2023-24 Goal
Student Population Overall	12.6%	30.7%	22.6%	20%
Asian/Pacific Islander	0%	40%	10%	8%
Latinx	17%	63.6%	21.6%	20%
Black or African-American	31.3%	67.4%	28.2%	20%
White	42.9%	100%	33.3%	20%
Indigenous or Native American	50%	0%	0	0
English Learners	16.5%	65.1%	21.2%	20%
Students w/ IEPs	28.8%	73.8%	43.1%	20%
Free/ Reduced Lunch Students	24.3%	47%	22.6%	20%

## Metrics

(all data points are required)

Electives					
Metric	Area	2020-21	2021-22	2022-23	2023-24 Goal
Number of students taking elective courses.	Art	95	122	169	170
	Language	350	319	351	360
	Music	127	143	143	170
Number of students participating in non-course experiences (e.g. after-school program)	Art	0	76	70	75
	Language	0	62	60	65
	Music	0	0	0	0

Positive & Safe Culture				
Metric	2020-21	2021-22	2022-23	2023-24 Goal
Connectedness on CHKS Survey				
Asian/Pacific Islander	0%	50%	61.8%	Increase by 10%
Latinx	54.4%	38.7%	47.8%	Increase by 10%
Black or African-American	57.1%	63.3%	71.5%	Increase by 10%
White	100%	100%	66.7%	Increase by 10%
Indigenous or Native American	50%	0%	N/A	Increase by 10%
English Learners	Data n/a	Data n/a	N/A	Increase by 10%
Students w/ IEPs	56.3%	59.4%	46.7	Increase by 10%
Free/ Reduced Lunch	55.6%	29%	N/A	Increase by 10%
Metric	2020-21	2021-22	2022-23	2023-24 Goal
Suspension Incidents				
Asian/Pacific Islander	Data n/a	1	0	0
Latinx	Data n/a	20	21	11
Black or African-American	Data n/a	35	21	11
White	Data n/a	0	0	0
Indigenous or Native American	Data n/a	0	4	2
English Learners	Data n/a	19	22	11
Students w/ IEPs	Data n/a	56	30	15
Free/ Reduced Lunch	Data n/a	121	120	60

Student Retention from 5th Grade to 6th Grade				
Metric	2020-21	2021-22	2022-23	2023-24 Goal
6th Grade Enrollment	92	104	124	124

# Community and Staff Engagement

Community Engagement Meeting(s)	
Community Group	Date
SSC	<a href="#">1.31.23</a>
SELLS	<a href="#">1.31.23</a>

Staff Engagement Meeting(s)	
Staff Group	Date
Leadership Team	<a href="#">1.18.23</a> and <a href="#">2.21.23</a>
Assistant Principal / Principal Team	<a href="#">1.24.23</a>

## Proposed Expenditures

### Guidelines

1. In the following sections, please discuss your team's plan to address the goals of G1:
  - a. Increase access to courses in arts, music, and world languages in grades 6-8.
  - b. Improve student retention during the transition from elementary to middle school.
  - c. Create a more positive and safe middle school learning environment.
2. Please explain how you plan to use the Measure G1 funds to meet the goals, as measured in the METRICS section of this proposal.
3. Add additional lines as needed.
4. The total of all items should equal the amount listed in "Recommended Grant Amount" on page 1
5. Expenditures must supplement, not supplant expenditures made from other funding sources. In other words, Measure G1 funds must be used for new expenditures, expenditures already funded from Measure G1, expenditures previously paid for by a funding source that has ended, or to pay for an expenditure that would have been cut, were it not for Measure G1 funds.

## Summary of 2023-24 Proposed Expenditures

All Proposed Expenditures (from sections below)		Budget Amount
1	Music Teacher 0.4 FTE	\$37,096
2	Spanish Teacher 1.0 FTE	\$109,895.92
3	Art Supplies	\$13,093.86

4	Restorative Justice Facilitator 0.2 FTE	\$27,037.00
<b>Budget Total (must add up to Recommended Grant Amount)</b>		<b>\$187,122.78</b>

## Proposed Expenditures By Focus Area

Proposed Expenditures for Electives (Art, Language, and Music only)			
Description of Proposed Expenditures	Number of students taking a course in art, language, or music (based on the specific investment).	Number of students participating in a non-course experience in art, language or music (based on the specific investment) + frequency and amount of time spent in each activity.	Budget Amount
Music Teacher 0.4 FTE	170	4 hours per week	\$37,096
Spanish Teacher 1.0 FTE	360	4 hours per week	\$109,895.92
Art Supplies Crayola markers, Crayola clay kits, Crayola colored pencils, glue sticks, wooden sticks for projects, tissue paper, construction paper, oil paint sets, sketchbooks, paint brushes, chalk, canvas, drawing boards, paint, cups for paint, easels	170	4 hours per week	\$13,093.86

Proposed Expenditures for Positive & Safe Culture		
Description of Proposed Expenditures	Which metric will this investment impact - chronic absence, suspensions, CHKS survey results, or another metric named by the site?	Budget Amount
Restorative Justice Facilitator 0.2 FTE	suspensions	\$27,037.00

**Please submit your Measure G1 proposal to Cliff Hong ([clifford.hong@ousd.org](mailto:clifford.hong@ousd.org)) and Karen Lozano ([karen.lozano@ousd.org](mailto:karen.lozano@ousd.org)).**



**FRICK UNITED  
ACADEMY OF  
LANGUAGE**  
OAKLAND, CALIFORNIA

# SSC & SELLS Meeting

## Reunión de SSC y SELLS

**DATE POSTED:** 1/24/2023

**FECHA DE PUBLICACIÓN:** 24/1/2023

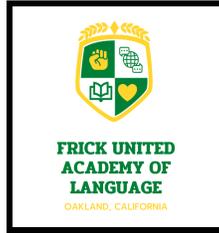
**Parents, Community members, and Staff:** You are encouraged to participate in the School Site Council (SSC) and Site English Language Learner Subcommittee (SELLS).

**Padres, miembros de la comunidad y personal:** Se le anima a participar en el Consejo del Sitio Escolar (SSC) y Subcomité de aprendices del idioma inglés del sitio (SELLS)

<p><b>Date:</b> TUESDAY, JANUARY 31, 2023 <b>Time:</b> 5:00 PM <b>Place:</b> <a href="#">ZOOM</a> (online)</p>	<p><b>Fecha:</b> MARTES, 31 DE ENERO DEL 2023 <b>Hora:</b> 5:00 PM <b>Lugar:</b> <a href="#">ZOOM</a> (en línea)</p>
<p><a href="#">ZOOM</a> Meeting ID: 829 5699 6988 Passcode: frick One tap mobile <a href="#">+16694449171,,82956996988# US</a>)</p>	
<p>Agenda</p> <ol style="list-style-type: none"> <li>1. Welcome</li> <li>2. Establish quorum</li> <li>3. Approve December meeting minutes</li> <li>4. Budget: Title I</li> <li>5. Budget: Title IV</li> <li>6. Budget: Measure G1</li> <li>7. SPSA</li> <li>8. Public Comments</li> <li>9. Adjourn</li> </ol>	<p>Agenda</p> <ol style="list-style-type: none"> <li>1. Bienvenida</li> <li>2. Establecer quórum</li> <li>3. Aprobar actas de la junta en diciembre</li> <li>4. Presupuesto: Title I</li> <li>5. Presupuesto: Title IV</li> <li>6. Presupuesto: Measure G1</li> <li>7. SPSA</li> <li>8. Comentarios del público</li> <li>9. Aplazar</li> </ol>

**CART CAPTIONING SERVICES WILL BE PROVIDED | SE PROPORCIONARÁN SERVICIOS DE TITULACIÓN DE CART**

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Administrative Team Meeting Running Agenda & Notes 2022-23

Meeting Objective

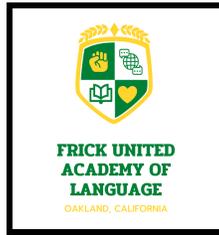
To coordinate and align as a team around the leadership work of Frick United Academy of Language.

Meeting Norms (*updated 8.16.22*)

- Keep students and equity at the center of our work
- Speak your truth and seek to understand the perspective of others
- Assume best intentions
- Be flexible and solutions-oriented
- Question our assumptions
- Bring joy to the work

Tuesday, February 21, 2023 | 3:30-4:45pm | PCR

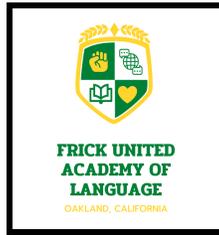
Roles		Attendees
Facilitator: Amapola Note Taker: Lollie Time Keeper: Gonzalez		JL, AO, MGdJ, DY
Time	Activity / Process	Notes
3:30-3:35	Assign Meeting Roles	
3:35-4:00	Team Updates	<ul style="list-style-type: none"> <li>• <b>AO - Budget: Measure G1 Discussion</b> Proposed uses for 2023-24: 40% of total cost of Music Teacher \$55,645.04; 100% of total cost of Spanish Teacher \$109,895.92; 20% of total cost of Restorative Justice Coordinator \$20,130.86; Art Supplies for School Swag (related to positive school culture) \$20,000</li> <li>• <b>MG - Master Schedule.</b> Began 1:1's this week with staff. PEC and shifting students into proper placement is a bigger struggle than necessary. Met w/IReady, will be scheduling PD for beginning of year to use in Advisory (1x/week)</li> <li>• <b>SD - ASP 2 day RJ Training Complete - RJ Drama</b></li> </ul>



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Administrative Team Meeting Running Agenda & Notes 2022-23

		<p>Club will begin setting up Peer RJ space; BHM TH postponed until 2/28/23; MS Ethnic Studies Conference 3/16/23; CHKS - will administer student facing surveys during Advisory; ; Next up, next steps on using the information provided.</p> <ul style="list-style-type: none"> <li>● JL - COVID state of emergency ending for the state at the end of month. <a href="#">Hijab day 2/22</a>. Spring water bottle delivery possibly. Potential increase of dental days</li> <li>● DY - About halfway through 2nd round of observations; finished 3 rounds of George Floyd Resolution training; CAASPP training coming up</li> </ul>
4:00-4:15	Follow up on previously discussed/ assigned work	<ul style="list-style-type: none"> <li>● 2023-24 <a href="#">FUAL Internal Intent to Return</a> <ul style="list-style-type: none"> <li>○ On the Fence: Lara, De la Torre</li> <li>○ AO meeting with Kate next week to discuss</li> <li>○ Confirmed to return: Everyone else</li> <li>○ Master scheduling conversations to happen with <b>MICHELLE GONZALEZ DE JESUS</b></li> <li>○ <a href="#">Candidates</a></li> </ul> </li> <li>● <b>Supervision on 2nd floor</b> <ul style="list-style-type: none"> <li>○ Consider having a more mobile rotation for <a href="#">Ms. Riley's supervision</a> <ul style="list-style-type: none"> <li>■ <b>DAVID YOSHIHARA</b> to work on updating the current schedule.</li> </ul> </li> <li>○ Strategic placement of non-classroom staff during passing periods and whenever available to support with supervision of students</li> <li>○ Maybe have Coach D help on the 2nd floor?           <ul style="list-style-type: none"> <li>■ <b>AMAPOLA OBRERA</b> to have a conversation with Lucero about Coach D and pulling students</li> </ul> </li> <li>○ Admin keep swing door open as a deterrent?</li> <li>○ Gym use for lunch detention clarity needed.           <ul style="list-style-type: none"> <li>■ <b>DAVID YOSHIHARA</b> to clarify with Coach D about the use of the</li> </ul> </li> </ul> </li> </ul>



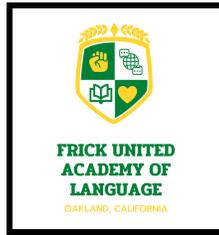
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Administrative Team Meeting Running Agenda & Notes 2022-23

		gym during lunch. And creation of schedule with clarity around the use or and intent of gym use during lunch. Need to stress push in versus pull out. What training can Lucero/EBAYC provide?
4:15:-4:35	New topics: assign tasks & due dates	<ul style="list-style-type: none"> <li>● Training of co-teachers and teachers               <ul style="list-style-type: none"> <li>○ Need for teachers to have training on co-teaching</li> <li>○ Perhaps identify 1-team as a model</li> </ul> </li> <li>● <a href="#">March Faculty Meeting</a> Agenda               <ul style="list-style-type: none"> <li>○ CHKS!</li> </ul> </li> <li>● Rescheduling Town Hall               <ul style="list-style-type: none"> <li>○ <a href="#">Kahoot</a> done, but we need to test.</li> <li>○ Tues 2/28, 11am-12pm</li> </ul> </li> <li>● PBIS implementation ideas               <ul style="list-style-type: none"> <li>○ Currently we have suspension and detention and occasional dances</li> <li>○ We need some positive for students                   <ul style="list-style-type: none"> <li>■ JAYMIE LOLLIE ordered items 2/21/23</li> </ul> </li> </ul> </li> <li>● Upcoming Climate strike field trip               <ul style="list-style-type: none"> <li>○ 2/24 seems too soon</li> <li>○ March event possible</li> </ul> </li> </ul>
4:35-4:45	Agenda items for next meeting	<ul style="list-style-type: none"> <li>● PBIS continued</li> <li>● Training of co-teachers and teachers</li> <li>● 8th Grade Promotion</li> </ul>

**Wednesday, February 8, 2023 | 2:15-3:45pm | PCR**

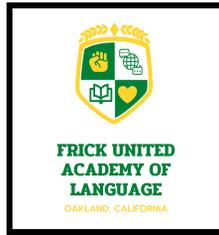
Meeting Roles		Attendees
Facilitator: Amapola Note Taker: Michelle Time Keeper: Jaymie		
Time	Activity / Process	Notes
2:15-2:20	Assign Meeting Roles	
2:20-3:20	Team Updates	<u>Obrera</u>



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Administrative Team Meeting Running Agenda & Notes 2022-23

		<ul style="list-style-type: none"> <li>● Derrick Thomas suspended one day, stabbing one kid in the neck</li> <li>● Kevon Morgan suspended one day, giving edible to Love</li> <li>● Budget is still being messed with (\$\$\$ gone)</li> <li>● Dual Language grant is not giving us \$\$\$ as promised</li> </ul> <p><u>Yoshihara</u></p> <ul style="list-style-type: none"> <li>● Lots of social media drama–Nyla w/ Trinity, Samantha             <ul style="list-style-type: none"> <li>○ Natalie w/ Trinity, Samantha, Monica</li> <li>○ Bluye?</li> </ul> </li> <li>● Suspension for Felix and Rodrigo</li> <li>● 2nd round of formal observations</li> <li>● Had first round of Safety Team meeting</li> <li>● Derrick suspended for one day (doing the Suspension)</li> <li>● Jeremiah/Za'keyia situation?</li> <li>● Javier situation?</li> </ul> <p><u>Lollie</u></p> <ul style="list-style-type: none"> <li>● Hijab day 2/22 &gt; <a href="#">Slidedeck</a>.</li> <li>● COVID tests delivered for upcoming long weekend.</li> <li>● Update on Blair/Epiphany situation; family meeting coming</li> </ul> <p><u>Simone</u></p> <ul style="list-style-type: none"> <li>● Drama Club has fallen victim to politics between departments and orgs</li> </ul> <p><u>Michelle</u></p> <ul style="list-style-type: none"> <li>● Have to open another newcomer cohort (domino effect)</li> <li>● ELPAC list for oral assessments will be distributed at Faculty Meeting on Monday</li> <li>● Program Planning for next year is dependent on budget</li> </ul>
3:20-3:30	Follow up on previously discussed/ assigned work	<ul style="list-style-type: none"> <li>● 2023-24 FUAL Personnel Committee             <ul style="list-style-type: none"> <li>○ Yesenia Castro-Mitchell, Beatriz Ferrer-Castro, Jaymie Lollie</li> </ul> </li> <li>● 2023-24 <a href="#">FUAL Internal Intent to Return</a> <ul style="list-style-type: none"> <li>○ Pending: De la Torre, Paz, Varela, Rizo, Aberegg, Mathew</li> </ul> </li> <li>● <a href="#">2023-24 SPSA</a> <ul style="list-style-type: none"> <li>○ ILT &amp; Amapola will work on this</li> </ul> </li> </ul>



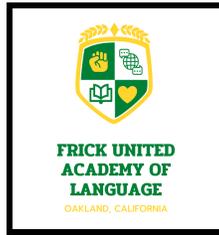
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Administrative Team Meeting Running Agenda & Notes 2022-23

3:30-4:15	New topics: assign tasks & due dates	<ul style="list-style-type: none"> <li>● <a href="#">February Faculty Meeting</a> Agenda</li> <li>● SLC Prep             <ul style="list-style-type: none"> <li>○ Translators                 <ul style="list-style-type: none"> <li>■ Requests &gt; Requests made for the remainder of the SLC Week.</li> <li>■ Calendaring</li> </ul> </li> <li>○ Excel sheet</li> </ul> </li> <li>● Black History Month             <ul style="list-style-type: none"> <li>○ SF Jazz &gt; Later in the year, Lollie did not confirm the band in time, only the date.</li> <li>○ Planning celebrations</li> </ul> </li> <li>● Supervision on 2nd floor             <ul style="list-style-type: none"> <li>○ Consider having a more mobile rotation for Ms. Riley's supervision</li> <li>○ Strategic placement of non-classroom staff during passing periods and whenever available to support with supervision of students</li> <li>○ Maybe have Coach D help on the 2nd floor?</li> </ul> </li> </ul>
3:35-3:45	Agenda items for next meeting	<ul style="list-style-type: none"> <li>●</li> </ul>

**Wednesday, January 18, 2023 | 3:15-5:30 pm | PCR**

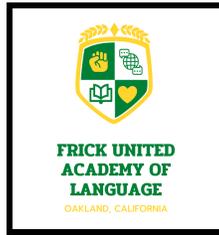
Meeting Roles		Attendees
Facilitator: Obrera Note Taker: Gonzalez Time Keeper: Yoshihara		JL, AO, SD, DY, MG
Time	Activity / Process	Notes
3:30-3:35	Assign Meeting Roles	
3:35-4:00	Team Updates	<ul style="list-style-type: none"> <li>● MG: Program planning is happening Most are intending to return; a few still have to fill out             <ul style="list-style-type: none"> <li>○ Prof Lara would like to voluntary transfer</li> <li>○ Beri is not coming back</li> <li>○ Mtg w/ Kate/Ella next week-want 6 periods</li> </ul> </li> </ul>



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Administrative Team Meeting Running Agenda & Notes 2022-23

		<ul style="list-style-type: none"> <li>○ No big changes in master schedule–Art 2/Music 2?</li> <li>● JL: Movie for next Thursday in gym             <ul style="list-style-type: none"> <li>○ Estimated at 65 mins</li> <li>○ Potential Q&amp;A?</li> <li>○ Optional(ish)</li> <li>○ One period in length</li> </ul> </li> <li>● SD: Town Hall this Friday             <ul style="list-style-type: none"> <li>○ Start w/ games and then move into Dr. King celebration</li> </ul> </li> <li>● DY: Finished resubmission of safety plan. Just need sig page             <ul style="list-style-type: none"> <li>○ Doing second round of formal observations</li> <li>○ Trying to figure out how to help 207/211/213</li> <li>○ Possibly move Riley upstairs after lunch</li> </ul> </li> </ul>
<p>4:00-5:25</p>	<p>New topics: assign tasks &amp; due dates</p>	<ul style="list-style-type: none"> <li>● 2023-24 FUAL Personnel Committee             <ul style="list-style-type: none"> <li>○ Yesenia Castro-Mitchell, Beatriz Ferrer-Castro, Jaymie Lollie</li> </ul> </li> <li>● 2023-24 <a href="#">FUAL Internal Intent to Return</a> <ul style="list-style-type: none"> <li>○ Pending: De la Torre, Paz, Varela, Rizo, Aberegg, Mathew</li> </ul> </li> <li>● <a href="#">2023-24 SPSA</a> <ul style="list-style-type: none"> <li>○ ILT will work on this</li> <li>○ <b>Measure G1 Proposed uses for 2023-24 will be discussed at next SSC and SELLS meeting:</b></li> </ul> <p>60% of total cost of Music Teacher \$55,645.04; 100% of total cost of Spanish Teacher \$109,895.92; 20% of total cost of Restorative Justice Coordinator \$20,130.86; School Swag (related to positive school culture) \$20,000</p> <ul style="list-style-type: none"> <li>● <a href="#">January Faculty Meeting</a> Agenda                 <ul style="list-style-type: none"> <li>○ OEA check-in last 10 min</li> </ul> </li> <li>● Recap of <a href="#">Buyback Day</a> (January 3rd): <a href="#">FUAL Buy Back Agenda</a> <ul style="list-style-type: none"> <li>○ Went well</li> <li>○ Student appreciation cards as our Do Nows</li> <li>○</li> </ul> </li> <li>● SLC structures                 <ul style="list-style-type: none"> <li>○ Calendaring in-house support: Aleida, Haylin, etc.</li> </ul> </li> </ul> </li> </ul>



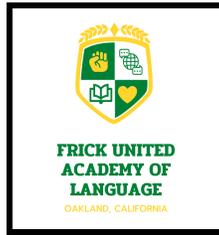
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Administrative Team Meeting Running Agenda & Notes 2022-23

		<ul style="list-style-type: none"> <li>○ Scripts</li> <li>○ Other resources: Office of Equity?</li> </ul>
5:25-5:30	Agenda items for next meeting	<ul style="list-style-type: none"> <li>● SLC             <ul style="list-style-type: none"> <li>○ Translators                 <ul style="list-style-type: none"> <li>■ Requests</li> <li>■ Calendaring</li> </ul> </li> <li>○ Excel sheet</li> </ul> </li> <li>● Black History Month             <ul style="list-style-type: none"> <li>○ SF Jazz</li> <li>○ Planning celebrations</li> </ul> </li> </ul>

**Tuesday, December 6, 2022 | 3:30-4:45 pm | PCR**

Meeting Roles		Attendees
Facilitator: Amapola Note Taker: Simone Time Keeper: Jaymie		JL, MG, SD, AO
Time	Activity / Process	Notes
3:30-3:35	Assign Meeting Roles	
3:35-4:15	Review previous issues, topics, tasks	<ul style="list-style-type: none"> <li>● <a href="#">CCSPP Grant</a> <ul style="list-style-type: none"> <li>○ <a href="#">Frick United CCSPP CS Implementation Plan Y1 - 2022-2023</a></li> </ul> </li> </ul>
4:15-4:30	Team Updates	<ul style="list-style-type: none"> <li>● Lollie             <ul style="list-style-type: none"> <li>○ Interpreter requested for first day of SLCs for Spanish &amp; Mam. Spanish confirmed and must book with Maria directly. Will make requests for final 4 days.</li> <li>○ <a href="#">5th Grade Families Site Tours</a></li> <li>○ SFJAZZ - Dates requested &gt; 2/8 &amp; 2/17</li> </ul> </li> <li>Simone             <ul style="list-style-type: none"> <li>● ASP Drama Club set to start in January 2023                 <ul style="list-style-type: none"> <li>○ Mondays 4:30-6 after Stu Govt</li> </ul> </li> <li>● All SP staff will be RJ trained by CCC</li> <li>● Th 12/15/23 PD will cover teacher integration of all school assemblies.</li> <li>● Waiting to hear back from Ed Fund about African American read-in date in Feb. 2023</li> </ul> </li> </ul>



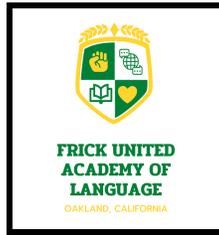
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Administrative Team Meeting Running Agenda & Notes 2022-23

		<p>Michelle</p> <ul style="list-style-type: none"> <li>● I-Ready Assessments at 50%</li> <li>● Avant Testing began on Monday</li> <li>● Program planning 23-24 in the works             <ul style="list-style-type: none"> <li>○ Course Proposals for teachers to complete over break</li> </ul> </li> <li>● 1.3 Buyback Day planned - will put out agenda before break</li> <li>● ELPAC beginning 3rd week of Feb</li> </ul> <p>David</p> <ul style="list-style-type: none"> <li>● All first round formal obs, save 1, done</li> <li>● Culture planning 23-24 on the horizon</li> <li>● Future of culture and climate leadership meetings (had to cancel the last few due to lack of attendance)?</li> </ul>
4:30-4:40	New topics: assign tasks & due dates	<ul style="list-style-type: none"> <li>● Teacher Week schedule (week of 12/12/22)</li> <li>● <a href="#">December Faculty Meeting Agenda</a></li> </ul>
4:40-4:45	Agenda items for next meeting	<ul style="list-style-type: none"> <li>● PBIS plan</li> <li>● Recap of <a href="#">Buyback Day</a> (January 3rd): <a href="#">FUAL Buy Back Agenda</a></li> <li>● SLC structures             <ul style="list-style-type: none"> <li>○ Calendaring in-house support: Aleida, Haylin, etc.</li> <li>○ Scripts</li> <li>○ Translators</li> <li>○ Excel sheet</li> <li>○ Other resources: Office of Equity?</li> </ul> </li> </ul>

**Tuesday, November 15, 2022 | 3:30-4:45 pm | PCR**

Meeting Roles		Attendees
Facilitator: Amapola Note Taker: Michelle Time Keeper: Jaymie		Amapola, Jaymie, Michelle
Time	Activity / Process	Notes
3:30-3:35	Assign Meeting Roles	



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Administrative Team Meeting Running Agenda & Notes 2022-23

3:35-3:50	Review previous issues, topics, tasks	<ul style="list-style-type: none"> <li>● <a href="#">CCSPP Grant</a> <ul style="list-style-type: none"> <li>○ Extension requested through 11/18</li> <li>○ Can't supplant</li> <li>○ Planning around realities of our students levels, planning around preserving staffing</li> <li>○ TBD &gt; Set up time <b>AMAPOLA OBRERA</b></li> </ul> </li> <li>● Met w/en today, found \$\$, need to look at it to determine what actual needs are</li> <li>● Meeting Friday 11/18</li> </ul>
3:50-4:00	Team Updates	<ul style="list-style-type: none"> <li>● Staff PD 12/12-12/16 (1:30-3pm) <ul style="list-style-type: none"> <li>○ Monday: Backwards Planning Gala</li> <li>○ Tues/Thurs: Advisory Grade Level Meetings</li> <li>○ Wed: Central PD (2-4pm)</li> <li>○ Fri: Holiday Party</li> </ul> </li> <li>● Leadership Proposing Staff v Student Soccer Game 1/13th (need 1.5 hours)?</li> <li>● ID Cards have arrived <ul style="list-style-type: none"> <li>○ Discount stickers?</li> <li>○ Try for next year</li> </ul> </li> <li>● School Options Fair - Thursday, students will go (Obrera, Lollie, and Simone will go w/students) <ul style="list-style-type: none"> <li>○ Plan for tours in the works</li> </ul> </li> </ul>
4:00-4:30	New topics: assign tasks & due dates	<ul style="list-style-type: none"> <li>● SLC reflection/ debrief (what went well, what can we improve, etc.) <ul style="list-style-type: none"> <li>○ Data collected regarding number of SLCs scheduled and attended</li> <li>○ Same schedule will be followed in March</li> <li>○ Teachers should have excel sheet earlier</li> </ul> </li> <li>● Spring PD - Instruction piece in the works with ILT, Coaches, &amp; ELLMA</li> </ul>
4:30-4:45	Agenda items for next meeting	<ul style="list-style-type: none"> <li>● PBIS plan</li> <li>● Teacher Planning Week schedule (week of 12/12/22)</li> <li>● <a href="#">Buyback Day</a> schedule (January 3rd): Data dive &amp; Culture Reset?</li> <li>● SLC structures <ul style="list-style-type: none"> <li>○ Calendaring in-house support: Aleida, Haylin, etc.</li> <li>○ Scripts</li> <li>○ Translators</li> </ul> </li> </ul>



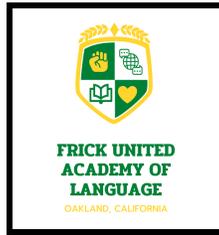
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Administrative Team Meeting Running Agenda & Notes 2022-23

		<ul style="list-style-type: none"> <li>○ Excel sheet</li> <li>○ Other resources: Office of Equity?</li> </ul>
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**Tuesday, November 1, 2022 | 3:30-4:45 pm | PCR**

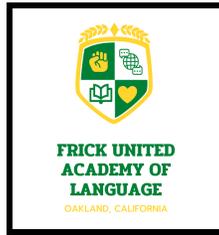
Meeting Roles		Attendees
Facilitator: Note Taker: Time Keeper:		
Time	Activity / Process	Notes
3:30-3:35	Assign Meeting Roles	Facilitator: Yoshihara Note Taker: Lollie Time Keeper: Amapola
3:35-3:50	Review previous issues, topics, tasks	<ul style="list-style-type: none"> <li>● <a href="#">2023-24 Safety Plan</a> - Submitted. Needs to be approved by SSC.               <ul style="list-style-type: none"> <li>○ Next Wednesday.</li> <li>○ DAVID YOSHIHARA to present public facing version                   <ul style="list-style-type: none"> <li>■ Agenda shared</li> <li>■ AMAPOLA OBRERA to reshare agenda and slidedeck</li> </ul> </li> <li>○ MICHELLE GONZALEZ DE JESUS will need to present something about ELD.</li> </ul> </li> </ul>
3:50-4:00	Team Updates	<ul style="list-style-type: none"> <li>● JL &gt; Black History Month School Day Concert with SFJAZZ               <ul style="list-style-type: none"> <li>○ 3 potential dates needed, and theme (there is a list of bands)</li> <li>○ 12/7 Make-up picture</li> </ul> </li> <li>● Instruction               <ul style="list-style-type: none"> <li>○ ELPAC Reclass Complete</li> <li>○ ELA Interim Assessments happening</li> <li>○ Winter I-Ready opens after Thanksgiving</li> <li>○ ILT Goal &amp; Plan proposal complete</li> <li>○ Literacy pull-outs began                   <ul style="list-style-type: none"> <li>■ Pull outs below 3rd</li> <li>■ Pull outs 4 &amp; 5</li> </ul> </li> </ul> </li> </ul>



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Administrative Team Meeting Running Agenda & Notes 2022-23

		<ul style="list-style-type: none"> <li>○ Master planning for 23-24 to begin late November             <ul style="list-style-type: none"> <li>■ MG will be getting this out to teachers soon.</li> </ul> </li> <li>○ Tomorrow @ 4 meeting about the dual language program, this will inform master planning.</li> <li>● Culture &amp; Climate             <ul style="list-style-type: none"> <li>○ Finalized football guidelines                 <ul style="list-style-type: none"> <li>■ Equipment to be ordered</li> </ul> </li> <li>○ Finished reviewing cell phone violations                 <ul style="list-style-type: none"> <li>■ Discussed regression option for some students                     <ul style="list-style-type: none"> <li>● Could giving up device in the normal accelerate regression?</li> </ul> </li> </ul> </li> <li>○ Began reviewing cuts and tardies                 <ul style="list-style-type: none"> <li>■ Working group doesn't represent the main group who are the frequent flyers for cuts and tardies.</li> <li>■ Reflection time during meeting tomorrow</li> </ul> </li> <li>○ Talking about collecting "stories" around this (listening campaign)                 <ul style="list-style-type: none"> <li>■ Story collection from staff and students on how things are working; shared listening and learning</li> </ul> </li> </ul> </li> <li>● Student Government             <ul style="list-style-type: none"> <li>○ Campaign on speed bumps—Ms. Cotter canvassed the neighborhood</li> <li>○ Plan to do a safety/peace march to bring it to people's attention                 <ul style="list-style-type: none"> <li>■ Invite electeds</li> <li>■ Alert folks on original email that the paperwork has been submitted</li> <li>■ Walking FT forms needed</li> <li>■ Invited N. Kerr to document</li> <li>■ AO says to aim for a month out</li> <li>■ What is the sweet spot for "when"?</li> </ul> </li> </ul> </li> </ul>
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Administrative Team Meeting Running Agenda & Notes 2022-23

		<ul style="list-style-type: none"> <li>■ Culture Team and Leadership students are both supporting.</li> <li>■ AO suggests backwards planning</li> <li>■ Oakandside as a resource for additional supports</li> </ul>
<p>4:00-4:30</p>	<p>New topics: assign tasks &amp; due dates</p>	<ul style="list-style-type: none"> <li>● <a href="#">CCSPP Grant</a> <ul style="list-style-type: none"> <li>○ Extension requested through 11/18</li> <li>○ Can't supplant</li> <li>○ Planning around realities of our students levels, planning around preserving staffing</li> <li>○ TBD &gt; Set up time <b>AMAPOLA OBRERA</b></li> </ul> </li> <li>● Topic: Cell phone use by staff           <ul style="list-style-type: none"> <li>○ Students are lifting up equity issue around staff use of cell phones when it is restricted for students. In particular students who observe teachers who are in classroom spaces using their phones during class watching videos, zoning out on their phones with students present.</li> <li>○ Possibly included in larger conversation on professional expectations.</li> <li>○ How to safely implement student stories around this</li> <li>○ Presenting at Nov staff meeting</li> </ul> </li> <li>● Topic: Racial sensitivity/cultural awareness (use of 'N' word)           <ul style="list-style-type: none"> <li>○ This may be an issue that can be handled with just the teacher.</li> <li>○ Is and RJ conversation in order?</li> <li>○ Students did not seem to be in a space for a RJ conversation.</li> <li>○ Fabian open to the RJ, Coach Walker will talk with the students; Howard open but not yet, Da'Veion to be checked in with next. Student's to be separated when it takes place.</li> </ul> </li> <li>● Logistics for dance           <ul style="list-style-type: none"> <li>○ Email to be sent               <ul style="list-style-type: none"> <li>■ Bell rings, teachers release non attendees to go home or ASP</li> <li>■ Followed by three all calls.</li> </ul> </li> </ul> </li> </ul>



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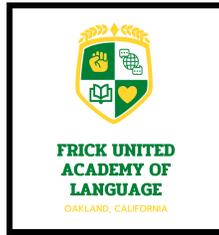
Administrative Team Meeting Running Agenda & Notes 2022-23

4:30-4:45	Agenda items for next meeting	<ul style="list-style-type: none"> <li>• SLC reflection/ debrief (what went well, what can we improve, etc.)</li> <li>• <a href="#">Spring PD</a> - Instruction piece in the works with ILT, Coaches, &amp; ELLMA</li> <li>• <a href="#">Buyback Day</a> January 3rd</li> <li>• PBIS plan</li> <li>• Revisiting schoolwide staff norms</li> </ul>
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Tuesday, October 18, 2022 | 3:30-4:45 pm | PCR

Meeting Roles	Attendees
Facilitator: Michelle Note Taker: Simone Time Keeper: David	Simone, David, Michelle, Amapola, Jaymie

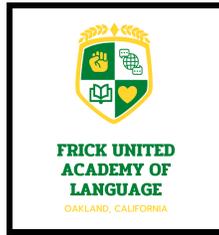
Time	Activity / Process	Notes
3:30-3:35	Assign Meeting Roles	Facilitator: MG Note Taker: SD Time Keeper: DY
3:35-3:50	Review previous issues, topics, tasks	<a href="#">2023-24 Safety Plan</a> - Amapola and David worked on it. David input the new dates and front matter and updated the goals and added ASP info (per Ms. Lucero) and added campus maps. Could not change the flow chart and could not change roles. Evacuation location is Concordia Park.
3:50-4:00	Team Updates	AO - New modified duty worker starting 10/21 (Robbie Thomas) Ms. Star is ready to start but waiting on Oakland Ed Fund DY - Doing formal obs now; Prof Beto is harder to get MG - Working on formal evals, reclass, SpEd expectations; can we access Parker's SpEd WCJ assessment kit? Contact Jen Corn to ask if possible (Lollie sent email during meeting, response Jenn got back that evening was that there was not a WCJ at that site) JL - Picture days complete! Sent safety email to Sailajah in case of a COVID+ from ACC. COVID State of Emergency ending 2023, not sure what that means for OUSD.



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Administrative Team Meeting Running Agenda & Notes 2022-23

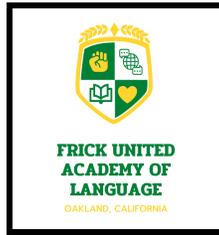
		<p>SD - ACC meeting wrapped; dance tickets on sale until 11/2/22, Peace Corner PD will happen tomorrow 10/19/22 - Jean Lara to help roll out use of chrome carts in peace corners</p>
<p>4:00-4:30</p>	<p>New topics: assign tasks &amp; due dates</p>	<ul style="list-style-type: none"> <li>● Updated 2022-23 Drills - MG will add them to calendar invites,</li> <li>● Maybe discuss some students?             <ul style="list-style-type: none"> <li>○ D'aveion                 <ul style="list-style-type: none"> <li>■ Records requested AGAIN 10/17/22</li> <li>■ CareSolace referral 9/15/2022, Services declined 9/16/2022</li> <li>■ Mother is usually reachable but not always helpful</li> <li>■ We need mom to come in and update emergency card</li> <li>■ Birthday is wrong in AERIES (?) - Confirmed by mom via DY on 10/18/22 (Lollie updated in AERIES during the meeting)</li> <li>■ BCBA process started (forms signed and returned to Juan last week).</li> </ul> </li> <li>○ Jae'Shaun                 <ul style="list-style-type: none"> <li>■ Mother is usually reachable but not always helpful</li> <li>■ Have BIP (need sigs?) affirmed today                     <ul style="list-style-type: none"> <li>● CW is supposed to contact PEC to request behaviorist/support for BIP support</li> <li>● AP suggests use of ABC chart. JL suggests creating tracker based on ABC chart.</li> </ul> </li> </ul> </li> <li>○ Jordan                 <ul style="list-style-type: none"> <li>■ McKinney-Vento Student (confirmed fully in program)</li> <li>■ Frick is his 3rd middle school</li> <li>■ 5 elementary schools</li> <li>■ Have contact now w/ mother's</li> </ul> </li> </ul> </li> </ul>



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Administrative Team Meeting Running Agenda & Notes 2022-23

		<ul style="list-style-type: none"> <li>boyfriend           <ul style="list-style-type: none"> <li>■ Coach worked out “deal” with him. Any issues, call Coach Walker</li> <li>■ Contacted Ms. Stacey re: his football coach who will come to school if requested</li> </ul> </li> <li>○ Marcus Brooks           <ul style="list-style-type: none"> <li>■ Dad came to SLC today</li> <li>■ Sent home due to excessive cutting class</li> <li>■ Serving lunch detention w/ Ms. Sylvia</li> <li>■ Doing food bank on Friday</li> </ul> </li> <li>○ Marelin Reanos           <ul style="list-style-type: none"> <li>■ Some strong teacher interactions</li> <li>■ #1 for putting hands on each other</li> </ul> </li> <li>○ Karizma Robinson           <ul style="list-style-type: none"> <li>■ Working with EBAC</li> <li>■ Seeing her out of class more</li> <li>■ Claims to be Zahir’s (ex) boyfriend</li> </ul> </li> <li>○ Alasia Degraffenreed           <ul style="list-style-type: none"> <li>■ ODD type behavior</li> <li>■ Some type of reaction w/ Mom on 10/13 about Alasia not coming back</li> </ul> </li> </ul>
4:30-4:45	Agenda items for next meeting	<ul style="list-style-type: none"> <li>● PBIS plan</li> <li>● <a href="#">Buyback Day</a></li> </ul> <p>For Buy back Day on January 3rd, Central Office will offer two options for professional development:</p> <ol style="list-style-type: none"> <li>1. Racial Justice and Healing Institute hosted by the Office of Equity</li> <li>2. Content Specific Sessions for half day, either morning or afternoon sessions</li> </ol> <p>These PDs are optional and we will provide specific outcomes and details by early November.</p> <ul style="list-style-type: none"> <li>● Spring PD</li> </ul>



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Administrative Team Meeting Running Agenda & Notes 2022-23

		<ul style="list-style-type: none"> <li>SLC reflection/ debrief (what went well, what can we improve, etc.)</li> </ul>
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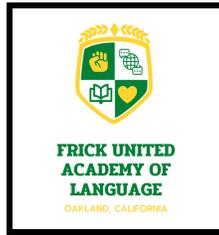
**Tuesday, October 4, 2022 | 3:30-4:45 pm | PCR**

Meeting Roles	Attendees
Facilitator: Amapola Note Taker: Lollie Time Keeper:	MGdJ, JL, AO, DY

Time	Activity / Process	Notes
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3:30-3:35	Assign Meeting Roles	Facilitator: Amapola Note Taker: Lollie Time Keeper:
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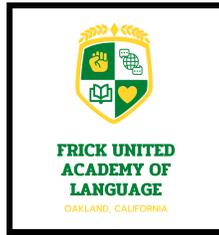
3:35-3:50	Review previous issues, topics, tasks	<ul style="list-style-type: none"> <li>From last meeting (didn't get to these items):               <ul style="list-style-type: none"> <li><a href="#">October Faculty Meeting</a> <ul style="list-style-type: none"> <li><a href="#">Slides template</a></li> <li>Data from the culture and climate aspect</li> <li>Safety drills                   <ul style="list-style-type: none"> <li>Escape route maps</li> <li>Form for missing items</li> <li>Student facing instructions complete</li> <li>Ensure that it's part of sub plan(s) and accessible to substitute.</li> </ul> </li> </ul> </li> <li>Student Detention                   <ul style="list-style-type: none"> <li>We're getting lengthy in our detention lists and needing options.</li> <li>Mirsa is in the cafeteria supporting students who can self regulate behavior. A few teachers are hosting detention in their room. Beto will do any advisory. Cassandra will do 6th grade. Walker and Stewart key students.</li> <li>Questions? Are there garbage</li> </ul> </li> </ul> </li> </ul>
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Administrative Team Meeting Running Agenda & Notes 2022-23

		<p>pickers? Apology letters? Yes, there is an option to apologize; most opt out of it. What can we do to prevent students from evading detention? How do we create more restorative approaches to student behaviors? Potential of menu of actions for students for detention with a restorative response in the Think Tank @ lunch starting in November. What can we do in the moment? Engaging parents in the outcome; conversation or thank you letter.</p> <ul style="list-style-type: none"> <li>■ Can students be used to lead some of the RJ work w/ peers?</li> <li>■ Projects for some staff</li> <li>○ Upcoming PD sessions             <ul style="list-style-type: none"> <li>■ 1st ½ instruction. 2nd ½ Interrupting Human Trafficking</li> </ul> </li> </ul>
3:50-4:00	Team Updates	<ul style="list-style-type: none"> <li>● Safety Plan on planning tool             <ul style="list-style-type: none"> <li>○ Make sure David has access AMAPOLA OBRERA</li> <li>○ Process for taking attendance in situation similar to Friday</li> <li>○ Public facing document for this year posted to school website.</li> </ul> </li> <li>● Town Hall             <ul style="list-style-type: none"> <li>○ Schedule to go in newsletter</li> <li>○ Presentation SIMONE DELUCCHI please link</li> <li>○ 1.5 hours for townhall</li> <li>○ Honor Roll                 <ul style="list-style-type: none"> <li>■ 4.00 - Diamond</li> <li>■ 3.50 - 3.99 - Platinum</li> <li>■ 3.00 - 3.49 - Gold</li> </ul> </li> <li>○ Who is on duty for students who have a hard time staying in the space?                 <ul style="list-style-type: none"> <li>■ Walker or Rosemary</li> </ul> </li> </ul> </li> <li>● SLCs             <ul style="list-style-type: none"> <li>○ Scheduling doc. Follow Simone's</li> </ul> </li> </ul>



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Administrative Team Meeting Running Agenda & Notes 2022-23

		<p>schedule for appropriate times. COMPLETE</p> <ul style="list-style-type: none"> <li>○ Incentives for teachers.</li> <li>● Cameras             <ul style="list-style-type: none"> <li>○ Working to get them fixed</li> <li>○ Repeatedly requests.</li> <li>○ Vendor coming to fix the camera.</li> </ul> </li> <li>● Instructional Updates             <ul style="list-style-type: none"> <li>○ ELD 5 Schedule Changes complete</li> <li>○ Reading Enrichment next (potential problematic personality groupings)</li> <li>○ EL Reclass complete for Mainstream</li> <li>○ SpEd working on waivers for students w/IEPs</li> </ul> </li> <li>● Student Work Display             <ul style="list-style-type: none"> <li>○ How to build in</li> <li>○ Provide menu to Ella/Kate to faculty council</li> <li>○ Bulletin boards expectations                 <ul style="list-style-type: none"> <li>■ Basics &gt; Which week schedule we're on, office hours, what book are you reading? What brings you joy?</li> </ul> </li> </ul> </li> </ul>
<p>4:00-4:30</p>	<p>New topics: assign tasks &amp; due dates</p>	<ul style="list-style-type: none"> <li>● Safety Drill Dates             <ul style="list-style-type: none"> <li>○ Complete set for the rest of the year.                 <ul style="list-style-type: none"> <li>■ Oct 19, 2022</li> </ul> </li> </ul> </li> <li>● Students of Concern             <ul style="list-style-type: none"> <li>○ R. Phea - Mom will not bring him back due to safety. IEP this Friday for upcoming placement changed</li> <li>○ Jairo placement change pending, but family may not agree to it.</li> <li>○ BCBA Referrals being made to Juan                 <ul style="list-style-type: none"> <li>■ D. Simpson</li> <li>■ M. Brooks</li> <li>■ Aa. Taylor</li> <li>■ Maurice</li> <li>■ Robin Williams</li> </ul> </li> <li>○ Alasia - 2nd SST scheduled?                 <ul style="list-style-type: none"> <li>■ Possible move from leadership? Or adding art?</li> <li>■ Upcoming home visit, shadowing commitment</li> </ul> </li> </ul> </li> </ul>



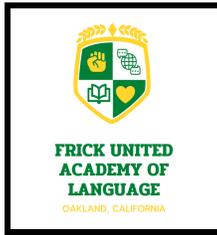
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Administrative Team Meeting Running Agenda & Notes 2022-23

		<ul style="list-style-type: none"> <li>○ Jae'Shaun</li> <li>○ Jeremiah - BIP / ERMHS</li> </ul>
4:30-4:45	Agenda items for next meeting	<ul style="list-style-type: none"> <li>● Maybe discuss some students?               <ul style="list-style-type: none"> <li>○ D'aveion</li> <li>○ Jae'Shaun</li> </ul> </li> <li>● Buyback day &amp; Spring PD</li> <li>● SLC reflection/ debrief (what went well, what can we improve, etc.)</li> </ul>

**Tuesday, September 20, 2022 | 3:30-4:45 pm | PCR**

Meeting Roles		Attendees
Facilitator: Amapola Note Taker: David Time Keeper:		Jl, AO, DY,
Time	Activity / Process	Notes
3:30-3:35	Assign Meeting Roles	Facilitator: Amapola Note Taker: David Time Keeper:
3:35-3:50	Review previous issues, topics, tasks	<ul style="list-style-type: none"> <li>● Latinx heritage month (SFJAZZ not an option)               <ul style="list-style-type: none"> <li>○ How to recognize all groups</li> <li>○ How to link in people and groups who cannot commit to attending meetings but are committed to the work.</li> <li>○ What events are we prioritizing?</li> </ul> </li> <li>● Student Clubs               <ul style="list-style-type: none"> <li>○ Rush week held                   <ul style="list-style-type: none"> <li>■ Next up confirming clubs and days/times.</li> <li>■ TBD - approval process needed                       <ul style="list-style-type: none"> <li>● <a href="#">Draft document</a></li> </ul> </li> </ul> </li> <li>○ Spring one to be org'd</li> </ul> </li> <li>● <a href="#">DRAFT - Frick United AOD Policy 22-23</a> <ul style="list-style-type: none"> <li>○ Good start, need to have current verbiage from</li> </ul> </li> </ul>
3:50-4:00	Team Updates	<ul style="list-style-type: none"> <li>● Today</li> </ul>



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Administrative Team Meeting Running Agenda & Notes 2022-23

		<ul style="list-style-type: none"> <li>○ Sevionn           <ul style="list-style-type: none"> <li>■ URF in AERIES</li> <li>■ Working on suspension</li> <li>■ Mr. McGee did not witness an exchange of money</li> <li>■ 1-day suspension but behavior was also very elevated</li> <li>■ Continue investigating</li> <li>■ Send email notifying teachers, including office staff and CSM</li> <li>■ AO needs to call</li> </ul> </li> <li>○ Nicolas           <ul style="list-style-type: none"> <li>■ AO initially questioned him</li> <li>■ Said he bought candy but “lost it”</li> <li>■ Said he found the VAPE yesterday, but it was brand new</li> <li>■ Send email notifying teachers, including office staff and CSM</li> <li>■ COST referral</li> </ul> </li> <li>○ Karizma           <ul style="list-style-type: none"> <li>■ Was the aggressor</li> <li>■ 1-day by Yoshihara</li> <li>■ Send email notifying teachers, including office staff and CSM</li> <li>■ Schedule mediation for Thursday</li> <li>■ Her mom is reporting that Marlene and Epiphany are continuing to spread stuff</li> </ul> </li> <li>○ Marlene           <ul style="list-style-type: none"> <li>■ 1-day by Gonzalez</li> <li>■ Send email notifying teachers including office staff and CSM</li> </ul> </li> <li>○ Tajik Sibling Incident report           <ul style="list-style-type: none"> <li>■ 2nd time Jairo hit the boys</li> <li>■ He will get a ParentSquare from Cotter tomorrow</li> </ul> </li> <li>○ Alice           <ul style="list-style-type: none"> <li>■ Her mom came and said it wasn't safe for her here</li> <li>■ Mom said we are giving Z preferential treatment</li> <li>■ Said that their family is thugs, etc</li> <li>■ AO needs to call</li> </ul> </li> </ul>
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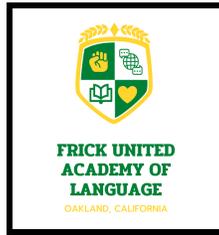
Administrative Team Meeting Running Agenda & Notes 2022-23

		<ul style="list-style-type: none"> <li>○ Wendy and Kenia</li> <li>■</li> </ul>
4:00-4:30	New topics: assign tasks & due dates	<ul style="list-style-type: none"> <li>● <a href="#">October Faculty Meeting</a></li> <li>● <a href="#">Student Detention</a></li> </ul>
4:30-4:45	Agenda items for next meeting	<ul style="list-style-type: none"> <li>● <a href="#">October Faculty Meeting</a></li> <li>● <a href="#">Student Detention</a></li> </ul>

**Tuesday, September 6, 2022 | 3:30-4:45 pm | PCR**

Meeting Roles	Attendees
Facilitator: Amapola Note Taker: Time Keeper: Jaymie	AO, JL, DY, MGdJ

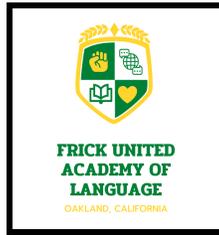
Time	Activity / Process	Notes
3:30-3:35	Assign Meeting Roles	Facilitator: Amapola Note Taker: Jaymie Lollie Time Keeper: Jaymie
3:35-3:50	Review previous tasks	<ul style="list-style-type: none"> <li>● Debrief <a href="#">Back to School Night &amp; Title I</a> meeting 8/31/22               <ul style="list-style-type: none"> <li>○ Outreach steps were inclusive</li> <li>○ We ran out of food</li> <li>○ Include in registration items for next year</li> <li>○ How to ensure every class options for next year?</li> </ul> </li> <li>● Walkie/radio protocols               <ul style="list-style-type: none"> <li>○ Need to establish and deploy.</li> <li>○ Draft of new job description in process; waiting for approval. Can move forward once it happens.</li> <li>○ What are informal protocols that can be put in place? Walkie checks 2 times a day? When there is a challenge with a student, certificated admin check in for assurances going forward, and follow-up email. Any other staff can support with student(s) that she isn't to follow-up with.</li> </ul> </li> <li>● <a href="#">PD Day 9/16/22 DRAFT</a></li> </ul>



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Administrative Team Meeting Running Agenda & Notes 2022-23

		<ul style="list-style-type: none"> <li>○ OUSD offerings: <a href="#">MSN PD Day Offerings</a> (mix of in-person &amp; on-line), Black Students, Families &amp; Educators Thriving in Our Collective Joy (9am-3:45pm on-line)</li> <li>○ Cassandra &amp; Pacifico required to attend ELA PD all-day (need to notify them)</li> <li>○ How do we address the need to train teachers on SLC Prep or Peace Corners? How should we divide time (all OUSD lead or ½ and ½)?             <ul style="list-style-type: none"> <li>■ Not all are virtual</li> <li>■ How do you confirm who went where?</li> <li>■ How does it affect the food order (not yet made).</li> <li>■ Could the SLC prep and PC prep be done in faculty or culture meeting? Could Lance assistant for PC? Could coaches assist?</li> <li>■ <a href="#">Frick United - MSN Buy Back Day 9/16</a> - For teachers to sign-up</li> <li>■ Add PC and SLCs to culture handbook for 23-24 (how tos and videos).</li> </ul> </li> <li>● \$5K grant money (Ali)             <ul style="list-style-type: none"> <li>○ Waiting to hear back.</li> <li>○ Is EdFund where the monies should go? Yes</li> </ul> </li> <li>● <a href="#">Faculty Meeting 9/19/22</a> <ul style="list-style-type: none"> <li>○ Eve's topic? or Simone- Peace Corners?</li> <li>○ Lollie reached out to Eve for confirmation.</li> <li>○ Topic &gt; Latino Cultural Responsiveness</li> <li>○ Engaging out Latino Families</li> </ul> </li> <li>● Supervision stations             <ul style="list-style-type: none"> <li>○ Schedules received, staff in place</li> <li>○ Reminder 1:1s</li> <li>○ Plans for staff absences                 <ul style="list-style-type: none"> <li>■ Designated floaters: DY will look at options</li> <li>■ What happens when the floaters are gone?</li> </ul> </li> </ul> </li> </ul>
3:50-4:00	Team Updates	<ul style="list-style-type: none"> <li>● OEA issues             <ul style="list-style-type: none"> <li>○ Parking Lot</li> </ul> </li> </ul>



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Administrative Team Meeting Running Agenda & Notes 2022-23

		<ul style="list-style-type: none"> <li>■ 8:15-3:30 locked time until further notice</li> <li>■ Parking lot not real (almost 100% certain). Labor has been tied up in MPA support. Once decision is made final messaging on use can happen. Due to MPA situation; cannot be dummy locked.</li> <li>■ Also need fence approval from Preston.</li> <li>■</li> <li>○ Daily schedule             <ul style="list-style-type: none"> <li>■ 8:15 - 3:15 for OEA</li> <li>■ Settlement check for extra time.</li> </ul> </li> <li>○ Class size - Fixed             <ul style="list-style-type: none"> <li>■ OEA rep was present</li> <li>■ Well within max contacts max daily</li> <li>■ Will be opening more classes for MP2 - to relieve 6th period</li> </ul> </li> <li>● ILT on Thursday</li> <li>● PDs are happening</li> <li>● More class changes for MP2</li> </ul>
4:00-4:30	New topics, assign tasks & due dates	<ul style="list-style-type: none"> <li>● Latinx heritage month (SFJAZZ not an option)             <ul style="list-style-type: none"> <li>○ How to recognize all groups</li> <li>○ How to link in people and groups who cannot commit to attending meetings but are committed to the work.</li> <li>○ What events are we prioritizing?</li> </ul> </li> <li>● Student Clubs             <ul style="list-style-type: none"> <li>○ Rush week held                 <ul style="list-style-type: none"> <li>■ Next up confirming clubs and days/times.</li> <li>■ TBD - approval process needed</li> </ul> </li> <li>○ Spring one to be org'd</li> </ul> </li> <li>● <a href="#">DRAFT - Frick United AOD Policy 22-23</a> <ul style="list-style-type: none"> <li>○ Good start, need to have current verbiage from</li> </ul> </li> </ul>
4:30-4:45	Agenda items for next meeting	Revisit items above



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Administrative Team Meeting Running Agenda & Notes 2022-23



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AP / P TWICE MONTHLY CHECK-IN

January 24, 2023 | 3:30-4:45 PM | PCR

Meeting Purpose/ Objectives

Align as a team, check in on progress of work streams, coordinate upcoming activities, and identify support needed.

Meeting Roles	Norms	Attendees
Facilitator: Amapola Note Taker: David Time Keeper: Michelle	<ul style="list-style-type: none"> <li>Keep students and equity at the center of our work</li> <li>Speak your truth and seek to understand the perspective of others</li> <li>Assume best intentions</li> <li>Be solutions-oriented</li> <li>Question our assumptions</li> <li>Be open to outcome but not attached to outcome</li> <li>Bring joy to the work</li> </ul>	DY, MGdJ, AO

Time	Activity/ Process	Notes
3:30	Establish roles	Facilitator: Amapola Note Taker: David Time Keeper: Michelle
3:35	Updates	<ul style="list-style-type: none"> <li>David               <ul style="list-style-type: none"> <li>DHP: AT</li> <li>8th graders at risk of not participating in promotion: JF, KR, ZJM</li> <li>Doing 2nd round of formals (Feb-Mid-March)</li> </ul> </li> <li>Michelle: ELPAC, staff checkins, begin mid-year observations next week</li> <li>Amapola: 2023-24 Budget               <ul style="list-style-type: none"> <li>Title I &amp; Title IV- SSC</li> <li><b>Measure G1 Funding Discussion</b></li> </ul> </li> </ul>
3:55	Follow-up on previously discussed topics, concerns, etc.	<ul style="list-style-type: none"> <li>Teacher concerns               <ul style="list-style-type: none"> <li></li> </ul> </li> <li><b>2023-24 Measure G1 Proposal</b> <ul style="list-style-type: none"> <li>Music Teacher 0.4 FTE- \$37,096</li> <li>Spanish Teacher 1.0 FTE- \$109,895.92</li> <li>Art Supplies- \$13,093.86</li> <li>Restorative Justice Facilitator 0.2 FTE- \$27,037.00</li> </ul> </li> </ul>
4:10	New items	<ul style="list-style-type: none"> <li><a href="#">2023-24 SPSA</a></li> <li><a href="#">Program Planning 23-24</a> <ul style="list-style-type: none"> <li>Michelle set up meeting with Cotter for after 1/31</li> </ul> </li> <li><a href="#">February Faculty Meeting</a> Agenda               <ul style="list-style-type: none"> <li>Michelle needs 15 min</li> <li>Get some teachers to share best practices on classroom mgmt: Baxter,</li> </ul> </li> </ul>



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		<p>Mx. EW</p> <ul style="list-style-type: none"> <li>● Personnel Committee <ul style="list-style-type: none"> <li>○ Survey Responses: (Bea, Castro, Cotter-forced, Jaymie)</li> </ul> </li> <li>● Internal Intent to Return</li> <li>● Those at risk of not promoting due to contract (see list in updates section)</li> <li>● McGee wants 1 hour for Trauma Informed Practices <ul style="list-style-type: none"> <li>○ February Faculty Meeting</li> <li>○ PD time</li> </ul> </li> </ul>
4:30	Assign next steps & due dates / Items for next meeting	<ul style="list-style-type: none"> <li>● Summer school <ul style="list-style-type: none"> <li>○ EBAYC and Aim High will not have program here</li> <li>○ Haven't received any info from OUSD yet</li> </ul> </li> <li>● Promotion details? <ul style="list-style-type: none"> <li>○ Discuss at the next Admin Team meeting</li> </ul> </li> <li>● Going into Advisory classes <ul style="list-style-type: none"> <li>○ Start w/ 8th grade</li> </ul> </li> </ul>