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| Introduction Date | |
| Enactment Number | |
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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 November 28, 2023

Subject Revised Downtown Charter Academy 2022-23 Measure G1 Carryover Application

Ask of the Commission Approve the Revised Downtown Charter Academy 2022-23 Measure G1 Carryover Application

Discussion Middle School Network is open to questions from the commission regarding the Revised Downtown Charter Academy 2022-23 Measure G1 Carryover Application.

Fiscal Impact The recommended amount is **\$168,690.95**. It's coming from resource 9332 - Measure G1.

Attachment(s) Carryover Application Attached.



2022-23 Measure G1 Carryover Justification Long Form
(Complete if carryover is more than \$5000)

Due Date: November 13, 2023

| | | | |
|-----------------|---|-------------------|--------------------------|
| School: | Downtown Charter Academy | Contact/Principal | Claudia M Lee |
| School Address: | 2000 Dennison Street Oakland, CA 94606 | Principal Email | cllee@amethodschools.org |
| | | School Phone: | 510-535-1580 |

Please fill out the information below for school-wide carryover.

| | |
|----------------------------------|---------------------|
| 2022-23 Measure G1 Allocation | \$220,510.36 |
| 2022-23 Measure G1 Dollars Spent | \$51,819.41 |
| Carryover Amount | \$168,690.95 |

Approved 2023-24 Measure G1 Application [Link](#)

Summary of Proposed Use of Carryover for 2022-23 (listed in order of priority)

| 2022-23 Proposed Carryover Expenditures | | Budget |
|---|---|----------|
| 1 | Music classes, drumming | \$5,000 |
| 2 | Visual Arts supplies (painting, drawing, modeling), attendance incentives, and students engagement gadgets and supplies | \$9,000 |
| 3 | Karate Uniforms and supplies | \$1,000 |
| 4 | Capoeira lessons | \$5,000 |
| 5 | Circus Skills lessons | \$5,000 |
| 6 | Dance Lessons and equipment | \$5,000 |
| 7 | Photography equipment and supplies | \$500 |
| 8 | KungFu Equipment | \$500 |
| 9 | Film Equipment | \$700 |
| 10 | Music instruments (guitars, ukuleles, music stands, music) | \$1,200 |
| 11 | 3-D Modeling equipment (Apple computers) | \$4,000 |
| 12 | Crochet supplies | \$800 |
| 13 | Music Production equipment (headphones and equipment) | \$500 |
| 14 | Creative writing and publishing | \$1,200 |
| 15 | Graphic Design supplies and equipment | \$800 |
| 16 | Journaling and scrapbook supplies | \$800 |
| 17 | World language lessons and supplies | \$2,300 |
| 18 | Bridge Summer Program for 5th grade students applying to DCA | \$12,000 |
| 19 | TomoClub- SEL lessons/community games | \$30,000 |
| 20 | Chess lessons | \$4,000 |
| 21 | Yoga lessons | \$4,000 |

| | | |
|--|---|---------------------|
| 22 | Library Club and books | \$1,500 |
| 23 | Teacher stipends (\$50/club) for the following lessons: violin, music production, arts and crafts, film, ukulele, kung Fu, Library, Graphic design, creative writing 3D Modeling, GSA | \$40,000 |
| 24 | Field Trips connected to social emotional learning and social skills | \$30,000 |
| 25 | Mental Health Workshops for students on nutrition, mental health and suicide prevention. | \$3,890.95 |
| Budget Total (must add up to Anticipated Grant Amount) | | \$168,690.95 |

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

A large percentage of the budget went to pay for the mindfulness instructor in previous years. Unfortunately, last year our Mindfulness instructor moved away from the Bay Area and we couldn't find a replacement. Additionally, we used to offer more clubs in the after school program, but had difficulty finding enough instructors to fill all of those positions. Fortunately, we have been able to fill some of those vacancies this year. At the moment, we offer a great variety of clubs, so students can explore their interests, talents, learn social skills and get socio-emotional support.

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 |
| 8:00 AM Family and Staff Team Meeting in person Parents suggested: 1. Add Field Trips to increase students' engagement and support social skills 2. Add Vietnamese Club | Oct 12, 2023 |
| 5:00 PM Family and Staff Team Meeting online | Oct 12, 2023 |
| 8:00 AM Family and Staff Team Meeting in person Parents agreed that we could use some of the money to pay for the teacher stipends for the music and arts clubs, and to offer a Bridge program for 5th grade students who apply to DCA for 6th grade. | October 9, 2023 |
| 5:00 PM Family and Staff Meeting online Parents agreed that we could use some of the money to pay for the teacher stipends for the music and arts clubs, and to offer a Bridge program for 5th grade students who apply to DCA for 6th grade. | October 9, 2023 |

Staff Engagement Meeting(s) to Address Carryover Funds

| Staff Group | Date |
|--|-------------------|
| 1:00 PM School Staff Meeting Staff members suggested: <ol style="list-style-type: none"> 1. Books for the library with themes to develop character, cultural awareness, and mental health and good living habits. 2. Crochet club and supplies for mindfulness and relaxation 3. Publishing budget for students poems, writings and language challenge winners 4. Resources and tools for intervention and focusing devices | Oct 13, 2023 |
| Shared Proposal with AMPS Finance Department | Oct 13, 2023 |
| 6:00 PM Weekly Bulletin shared with all DCA staff | November 12, 2023 |

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 2022-23 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 |
|--|
| <p>Our instrumental music program runs really well, mostly because many of our teachers are musicians willing to run clubs in the after school program. Instrumental music classes include keyboard, piano, ukulele, drumming, violin and music production. Each club is open to students of all grades to explore their musical talents and special interests, and to develop self-confidence. The G-1 fund pays for the drumming instructor that comes from an Oakland Community organization called Get Empowered and for the instruments, materials and equipment.</p> |

| Budget | Description of 2022-23 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 classes, drumming | 30 students/week per instrument lesson |
| \$1,200 | Music instruments (guitars, ukuleles, music stands, music) | 30 students/week per instrument lesson |
| \$500 | Music Production equipment (headphones and equipment) | 15 students/week |

2. Art Program

| Programmatic Narrative Based on Rubric | | |
|--|---|--|
| <p>Last year, we learned how popular our art classes are with the students and that we needed to offer a greater variety to attract some students with different interests. Additionally, we wanted to have opportunities for students to move and to develop the discipline that it takes to learn dance and martial arts. In addition to our Karate and Dance classes, we have added Capoeira, Kung Fu, and Circus Skills to keep students physically active and engaged. This year, we have also added Photography and Crochet clubs, to further complement and diversify the opportunities that students have at DCA. Visual arts continues to be a very popular class, students develop their artistic talents, and enjoy their creativity.</p> | | |
| Budget | Description of 2022-23 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> |
| \$9,000 | Visual Arts supplies (painting, drawing, modeling) | 80 students/week |
| \$1,000 | Karate Uniforms and supplies | 12 students/week |
| \$5,000 | Capoeira lessons | 15 students/week |
| \$5,000 | Circus Skills lessons | 30 students/week |
| \$5,000 | Dance Lessons and equipment | 30 students/week |
| \$500 | Photography equipment and supplies | 15 students/week |
| \$500 | KungFu Equipment | 15 students/week |
| \$700 | Film Equipment | 15 students/week |
| \$4,000 | 3-D Modeling equipment (Apple computers) | 15 students/week |
| \$800 | Crochet supplies | 20 students/week |
| \$1,200 | Creative writing and publishing | 10 students/week |
| \$1,600 | Graphic Design and Journaling supplies and equipment | 15 students/week |
| \$40,400 | Teacher stipends for the following lessons: violin, music production, arts and crafts, film, ukulele, kung Fu, Library, Graphic design, creative writing 3D | 150 students/year |

| | |
|---------------|--|
| Modeling, GSA | |
|---------------|--|

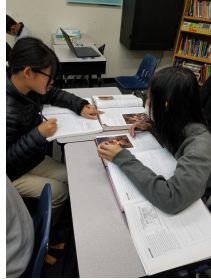
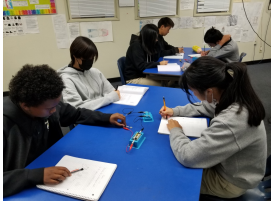
3. World Language Program

| Programmatic Narrative Based on Rubric | | |
|--|---|---|
| <p>During COVID, many students had lost some of their social skills. We want to continue to offer world languages because these clubs students learn to understand cultural differences, have the opportunity to explore their background cultures and languages and learn from other cultures and languages. Students learn international music and languages, and develop an appreciation for new cultures and arts.</p> | | |
| Budget | Description of 2022-23 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> |
| \$1,500 | Mandarin lessons | 10 students/week |
| \$800 | World language lessons and supplies | 30 students/week |

5. Safe and Positive School Culture

| Programmatic Narrative Based on Data Analysis | | |
|---|--|---|
| <p>Many students need support with anxiety, stress management, social skills, and sleeping habits. During COVID, they developed a habit of spending too much time in front of their computers and screens. We want to offer opportunities for them to develop their mental and physical health and create healthy habits, gain confidence, and develop strategies for managing their emotions that are healthy and interesting to them. Our library club works hard to highlight books relevant to student cultures and backgrounds to help foster a strong sense of pride and self-identity.</p> | | |
| Budget | Description of 2022-23 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> |
| \$30,000 | TomoClub- SEL lessons/community games | 40 students/week |
| \$4,000 | Chess lessons | 15 students/week |
| \$4,000 | Yoga lessons | 15 students/week |
| \$1,500 | Library Club and books | 15 students/week |
| \$30,000 | Field Trips to support social emotional learning and social skills | 259 students/year |
| \$3,890.95 | Mental Health Workshops for students on nutrition, mental health and suicide prevention. | 259 students/year |
| \$12,400 | Bridge Summer Program for 5th grade students applying to DCA | 112 students/year |

Please submit your 2022-23 Measure G1 Carryover Justification Form to Cliff Hong (clifford.hong@ousd.org) and Karen Lozano (karen.lozano@ousd.org).



Welcome back Bernstein! We are happy to have you back as Mindfulness Instructor! (Please call them Bernstein)

[11-9-23 Parents' Meeting Presentation](#): See Measure G-1 Carryover Funds amendment

Thursday, 4:00-6:00 PM DCA Potluck, [Bring a dish to share](#)

Let us know if you are participating in Oral History Day [Survey](#)

Teaching Tip/Skill of the Month:

Examining ELs' writing:

- 1) Did the student answer the prompt/question adequately?
- 2) What tendencies do you see? Consider:
 - Notice similarities and differences between **the language used** and the 'ideal' response
 - **Verb tenses**
 - Vocabulary: **domain specific (tier 3)**
 - **Transitions and connectives**
 - **Register/formality.**
 - **Text structure**

TO KEEP IN MIND:

- Use TeachFX to record student engagement at least once per month
- Update your **Word Wall**
- Communicate with at least 5 families/week [Parents' contact information](#) [Parents Communication Tracker](#)
- Think of a lesson that is culturally or personally relevant to students while connected to the standards.

| | |
|------------------|--|
| Monday | 8:30 AM Give students 5 minutes during HR to complete the Oral History Day Survey CEO Candidates visit DCA: 8:30-9:30AM and 1:30-2:15 PM Lee's office. All are welcome to interact with the candidates. They will be in my office.! |
| Tuesday | Teachers and Tutors meeting during PREP Due EOD: Record a lesson using TeachFX and send snapshot to Lee |
| Wednesday | 8:30-8:35 AM <i>What's Up Wednesday</i> - Blacktop LESSON PLANS DUE-EOD 6:00 PM AMPS Board Meeting |
| Thursday | 4:00 PM Staff Potluck. Invite your family and/or significant others |
| Friday | Oral History Day 1:00-2:00 PM Workshop on Planning for Equity |

Coming Up

Nov. 20-24, Fall Break :)

Nov. 28, Gradebooks update

Resources

23-34 Staff Resource Folder

- [SPED Meeting Calendar](#): Plan your attendance and covering
- SST [Referral form](#)
- Use [Bloom's Taxonomy](#), [Webb's Depth of Knowledge-DOK](#), and/or Vigosky's [Zone of Proximal Development](#) to differentiate your instruction and assignments

School Safety Information

Teaching and Learning: Role of the Teacher in Differentiated Classroom

- [Facilities requests](#)
- [Tech Requests](#)
- [Supplies' Requests](#)
- [School Duties](#)
- [Kitchen Rotation](#)
- [Employee Handbook](#)
- [DCA is a Community of Readers Survey](#)
- [TeachFX PD Presentation](#)
- [Employees Handbook Reminder](#)
- Read&Write Google Chrome Extension
- **Math Practice for students** IXL [helpful guide](#)



DCA - FST Meeting Agenda

Recorder: Esther Prokopienko (AM) Ms. Chang (PM)
Parking Lot (questions or support needed from admin):

-
-
-

Participants: Sign in
Resources:

- [Presentation Slides](#)
- [Sign in](#)
- [5PM Meeting Sign in -](#)

Date | 08-24-23



| Time | Item | Facilitator | DESCRIPTION | Follow up |
|------|------------------|---------------|--|-----------------------|
| | ● OUR TEAM | | | Owner: Action by Date |
| | G-1 GRANT UPDATE | Site Director | <p>GRANT GOAL:</p> <ul style="list-style-type: none"> • 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 <p>UPDATE: We changed the proposal to include parents' input: Carryover Funds Proposal submitted October 27th Included your suggestions: \$30,000 for Field Trips \$5,000 for Vietnamese lessons</p> | |
| | ATTENDANCE | Site Director | ★ Average Daily Attendance at 98.50% (Through November 7th) | |

| | | | | | |
|--|---|-----------------------------------|--|--|--|
| | <ul style="list-style-type: none"> ● STUDENT SUPPORTS | Site Director | Lexia (all students) and IXL (teacher identified) now available for students | | |
| | Data Update | Site Director/Dean of Instruction | Data presented to AMPS BOD | | |
| | School Counseling | Ms. Sai | <ul style="list-style-type: none"> ○ Belonging <ul style="list-style-type: none"> ■ DCA is a community where all students are welcome and differences are respected. Racism, homophobia, bullying and all forms of harassment are not tolerated | | |
| | <ul style="list-style-type: none"> ● Parent Toolkit | Education Specialist | <p>-evening/bedtime routine</p> <p>- morning routine</p> | | |
| | ENGLISH LANGUAGE DEVELOPMENT | ELD Instructor | <p>Teaching Tip & Skill of the Month: -examining student writing</p> <p>Reading Program -students reading 20 min/day -daily entry on reading log -parent sign off on log</p> <p>Language Challenge: Acrostic Poem</p> | | |
| | ORAL HISTORY DAY | Site Director | All families encouraged & welcomed to come 11/17 to celebrate their culture and share family traditions with students. | | |
| | <ul style="list-style-type: none"> ● FST CALENDAR ● CALENDAR OF SCHOOL EVENTS | Ms. Lee | <p>Ms. Lee presented a slide that presented the dates for upcoming meetings (refer to presentation slides)</p> <ul style="list-style-type: none"> - Next FST will be December 7 - Oral History Day November 17- parents encouraged to participate - School tours starting- invite interested 5th graders <p>NOVEMBER</p> <p>6-9 Parent Teacher Conferences, minimum days, 8:30 - 11:00 AM</p> <p>16- ASES canceled</p> <p>17 Oral History DAY</p> | | |

| | | | | | |
|--|---------------------------|---------------|--|-----------------------|---|
| | | | 20-24 FALL BREAK | | |
| | CTY | Site Director | Eligible students can begin application process 12/11 See slide for URL | | |
| | Parent Questions/Feedback | Site Director | <ul style="list-style-type: none"> School security- parents wanted confirmation that people from outside the school are not permitted in. Confirmed | Owner: Action by Date | - |

Additional Notes, Questions, Etc.

- A question about transportation arose and Ms. Lee responded: *We could send a person with a group of students to get the bus if necessary.*
- A question about how to get their student into the ASES program. Ms. Lee explained that there would be a meeting about this soon.
- Parents interested in organizing with one another to organize **carpools**. How might we be able to support connecting families?
 - Parent names who expressed interest: Connie Kim, Ema Umanah, Olive Huang
- 5pm Meeting Attendance** - Aisha Momoh, Allen Tai, Erica, Ethan Huang, Jennifer Gin, Kathleen, Khen Tran, Leslie Moran, Liya, May Wong, Pauline Guan, Stephanie Jiang, Yeyuan, Stephanie Liu, Ms. Chang, Mr. Johannessen, Mr. Swingler
- Aisha Momoh (Allison Odey 6th) - would like to join FST

Roles

Leader role

The leader convenes the meeting and takes responsibility for communication before and after. The leader may lead a discussion on all items or may ask others, including a facilitator, to lead all or parts of the meeting. This enables the leader to be a full participant in discussions.

Facilitator role

The facilitator keeps the discussion and decision-making process moving along. The facilitator takes responsibility for the process, but should not be involved in the content of the meeting. A facilitator is instrumental if the leader holds a very strong opinion on an agenda item. Having a facilitator enables the leader to be a full participant.

Recorder role

The recorder takes notes on paper, laptop, or on flip charts. Meeting notes should be distributed as soon after the meeting as possible. The longer the lag, the less confidence the members have that their investment will result in action. For groups that meet regularly, the recorder is responsible for keeping previous meeting notes and agendas in one place where they can be referenced later, such as through a shared network drive or a notebook, etc.

Timekeeper

The timekeeper reminds the leader when the time is almost up for a given item. A stopwatch or small clock is invaluable.

Participant

Understands the Agenda and Purpose of the Meeting, Contributes to the Discussion, holds other roles accountable



PD and Staff Meeting Agenda 10/13/23

Parking Lot (questions or support needed from admin):

-
-
-

Date | 08-21-23



| Time | Item | Facilitator | DESCRIPTION |
|-----------|---------------|------------------|---|
| 1:00-1:10 | Staff Meeting | Lee ALL STAFF | <ul style="list-style-type: none"> • Anyone want to vote in the folder contest? • Facilities requests • Tech Requests • Supplies' Requests: Purchasing happens on Mondays ONLY • SPED Meeting Calendar: Plan your attendance and covering • SST Referral form • TeachFX Recording • Fall Celebration on Friday, OCTOBER 27 during ASES <p>Teaching Tip/Skill of the Month:</p> |

Check For Understanding: Strategy to Try: Check ELs understanding of assignment instructions by:
 1) Ask students to repeat the instructions that were just given to the class;
 2) Ask students 1-1 to explain the assignment in their own words

| | |
|----------------------------------|---------------------|
| 2022-23 Measure G1 Allocation | \$220,510.36 |
| 2022-23 Measure G1 Dollars Spent | \$51,819.41 |
| Carryover Amount | \$168,690.95 |

Measure G-1
Grant Feedback
and Input

Lee

| 2022-23 Proposed Carryover Expenditures | | Budget |
|---|--|----------|
| 1 | Music classes, drumming | \$5,000 |
| 2 | Visual Arts supplies (painting, drawing, modeling) | \$12,000 |
| 3 | Karate Uniforms and supplies | \$2,000 |
| 4 | Capoeira lessons | \$5,000 |
| 5 | Circus Skills lessons | \$10,000 |

| | | |
|-----------|--|---------|
| 6 | Dance Lessons and equipment | \$7,000 |
| 7 | Photography equipment and supplies | \$4,000 |
| 8 | KungFu Equipment | \$1,000 |
| 9 | Film Equipment | \$2,000 |
| 10 | Music instruments (guitars, ukuleles, music stands, music) | \$3,500 |
| 11 | 3-D Modeling equipment (Apple computers) | \$6,000 |
| 12 | Crochet supplies | \$2,000 |
| 13 | Music Production equipment (headphones and equipment) | \$2,000 |
| 14 | Creative writing and publishing | \$3,000 |
| 15 | Graphic Design supplies and equipment | \$2,000 |
| 16 | Journaling and scrapbook supplies | \$2,000 |
| 17 | Mandarin lessons | \$2,000 |

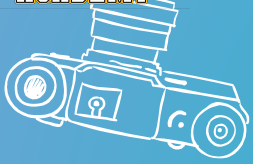
| | | |
|----|---|---------------------|
| 18 | Language lessons supplies and equipment(Mandarin, Cantonese, Vietnamese, Newsletter-CANVA, ipads) | \$4,800 |
| 19 | TomoClub- SEL lessons/community games | \$40,000 |
| 20 | Chess lessons | \$6,000 |
| 21 | Yoga lessons | \$5,000 |
| 22 | Word games | \$3,000 |
| 23 | Library Club and books | \$3,000 |
| 24 | QSA club supplies | \$500 |
| 25 | Gardening supplies | \$2,000 |
| 26 | Field Trips to increase school engagement and social skills | \$24,000 |
| 27 | Mental Health Workshops for students on nutrition, mental health and suicide prevention. | \$3,890.95 |
| | Budget Total (must add | \$168.690.95 |

| | | | <table border="1" style="width: 100%; height: 40px;"> <tr> <td style="width: 50%;"></td> <td style="width: 50%; text-align: center;">up to Anticipated Grant Amount)</td> </tr> </table> | | up to Anticipated Grant Amount) | | |
|-------------|--|---|--|--|---------------------------------|--|--|
| | up to Anticipated Grant Amount) | | | | | | |
| 1:15-1:1:30 | School Safety | Whitfield | Lockdown Drill : Friday October 27th at 9am | | | | |
| 1:30-1:45 | Parent-Teacher Conferences and Picture Day | Coach | Bell Schedule <u>November 6-9</u> Minimum Days: 8:30-11:00 AM, No PE, Coach will share the schedule. ASES: 11:00-6:00 PE, Specialist and all Paraprofessional tutors support ASES Plan to follow ONLINE-3 Days: 2 teachers/Conference: Math-History and ELA-Science IN-PERSON: 1 Day as per parents requests Picture Day: During SEL | | | | |
| 1:45-2:30 | Mixed Ability Classrooms | Glynn | Chapter 4th Role of the Teacher in Differentiated Classroom | | | | |
| 2:30-3:30 | Grade Level Meetings | Mr. Swingler, Ms. Sai, Ms. Glynn Grade Level Leads | <ul style="list-style-type: none"> - SST plans with Ms. Sai - Call at least 5 parents each <ul style="list-style-type: none"> - Parents' contact information - Parents Communication Tracker - Halloween, Fall Celebration and Dia de los Muertos plan - Gradebook work <ul style="list-style-type: none"> - Grading Tool - Grading Guidelines | | | | |
| | | | | | | | |
| | | | | | | | |
| | | | Have a wonderful weekend! | | | | |

DOWNTOWN CHARTER



ACADEMY



AMPS

HONOR HARD WORK

WELCOME TO THE THIRD 23-24 FAMILY-STAFF TEAM MEETING

Downtown Charter Academy
October 12, 2023





FST COMMITTEE

- Lewan Yang
- Zhifeng Yan
- Fu Chi
- DaRong Beng
- Hao Ly
- Zhi Hong Liang
- XiFan Liu
- Cai Zhu Li
- Guo Li Tan
- Gui Ping Liu
- Xiao Mei Xiao
- Jian Lan Liang



OUR FST COMMITTEE

Ms. Kimberly Chang, Teachers' Representative

Mr. David Swingler, Representative for English Learners

Ms. Esther Prokopienko, Dean of Instruction

Mr. Sean Johannessen, School Registrar

Ms. Lewan Yang, Admin Assistant and Parents Liaison

Ms. Sairena Ramirez, School Counselor

Ms. Claudia Lee, School Principal

The background is a solid teal color with white line-art illustrations of various items: a keyboard, a USB drive, a pen, a notepad with a drawing, a smartphone, a coffee cup, a spoon, glasses, a notepad, and earbuds with a pen.

AGENDA






- PARENT ADVOCACY AND COMMUNITY OUTREACH
- 2G-1 GRANT PRESENTATION, FEEDBACK AND APPROVAL
- ATTENDANCE UPDATE
- ACADEMIC, ELD AND COUNSELING UPDATES
- SCHOOL EVENTS
- QUESTIONS AND COMMENTS
- CTY REGISTRATION SUPPORT FOR FAMILIES



Measure G-1 Grant: Presentation, Feedback and Approval



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
- 
- 
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- 
- 

G-1 Grant: Presentation, Feedback and Approval

| | |
|----------------------------------|---------------------|
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G-1 Music Program

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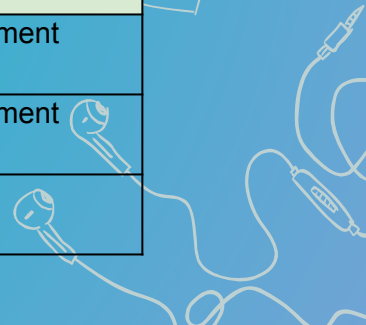


G-1 Art Program

Programmatic Narrative Based on Rubric

Last year, we learned how popular our art classes are with the students and that we needed to offer a greater variety to attract some students with different interests. Additionally, we wanted to have opportunities for students to move and to develop the discipline that it takes to learn dance and martial arts. In addition to our Karate and Dance classes, we have added Capoeira, Kung Fu, and Circus Skills to keep students physically active and engaged. This year, we have also added Photography and Crochet clubs, to further complement and diversify the opportunities that students have at DCA. Visual arts continues to be a very popular class, students develop their artistic talents, and enjoy their creativity.



| Budget | Description of 2022-23 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> |
|---------------|--|--|
| \$26,000 | Visual Arts | 80 students/week per instrument lesson |
| \$3,000 | Martial Arts | 30 students/week per instrument lesson |
| \$29,000 | Performing Arts and other | 30 students/week |










G-1 World Language Program

Programmatic Narrative Based on Rubric

During COVID, many students had lost some of their social skills. We want to continue to offer world languages because these clubs students learn to understand cultural differences, have the opportunity to explore their background cultures and languages and learn from other cultures and languages. Students learn international music and languages, and develop an appreciation for new cultures and arts.



| Budget | Description of 2022-23 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> |
|---------|---|---|
| \$2,000 | Mandarin lessons | 10 students/week |
| \$4,800 | Language lessons supplies and equipment(Mandarin, Cantonese, Newsletter-CANVA, ipads) | 30 students/week |



G-1 Safe and Positive School Culture

Programmatic Narrative Based on Rubric

Many students need support with anxiety, stress management, social skills, and sleeping habits. During COVID, they developed a habit of spending too much time in front of their computers and screens. We want to offer opportunities for them to develop their mental and physical health and create healthy habits, gain confidence, and develop strategies for managing their emotions that are healthy and interesting to them. Our library club works hard to highlight books relevant to student cultures and backgrounds to help foster a strong sense of pride and self-identity.

| Budget | Description of 2022-23 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> |
|------------|---|---|
| \$59,500 | Virtual and other SEL Clubs | 100 students/week per instrument lesson |
| \$24,000 | Sports and other Physical fitness | 60 students/week per instrument lesson |
| \$4,890,95 | Mental Health and activities to celebrate engagement | 150 students/semester |
| | | |



DCA - FST Meeting Agenda

Recorder: Esther Prokopienko (AM) Ms. Chang (PM)
Parking Lot (questions or support needed from admin):

-
-
-

Participants: Sign in

Resources:

- [Presentation Slides](#)
- [Sign in](#)
- [5PM Meeting Sign in -](#)

Date | 08-24-23



| Time | Item | Facilitator | DESCRIPTION | Follow up |
|------|----------------------|---------------|---|---|
| | ● OUR TEAM | | FST committee participants recognized | Owner: Action by Date |
| | ● G-1 GRANT PROPOSAL | Site Director | <p>Oakland G-1 grant proposal shared with parents for feedback. See presentation for further details.</p> <p>The Goals of the Measure</p> <ul style="list-style-type: none"> ● 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 <ul style="list-style-type: none"> ● Evening Meeting Parent suggestions for priorities: <ul style="list-style-type: none"> ○ | <p>Parent Feedback:</p> <ul style="list-style-type: none"> -Can field trips be funded by Grant money? -some parents may be interested in teaching their own languages during ASES |

| | | | | | |
|--|--|---------------------|---|---|--|
| | | | ○ | | |
| | Student Attendance | Registrar | <p>98.74% average daily attendance!</p> <p>Student homerooms are being incentivized for perfect attendance</p> | | |
| | Academics/Data | Dean of Instruction | <p>Pandemic impacts still being felt– beginning of year testing demonstrates that 6th grader arriving with near pre-pandemic skills, but 7 and 8 still closing pandemic-related gaps.</p> <p>See presentation for more details</p> | | |
| | School Counseling | Ms. Sai | <p>Student wellness groups began in October</p> <ul style="list-style-type: none"> ○ <i>counselor request form:</i> https://forms.gle/S16Ey9ie5NkM3Dvv6 ○ <i>email:</i> sramirez@amethodsschools.org ○ <i>phone:</i> TBA | <p>Parent feedback: Request more information on whether students can self-select to attend groups– yes, but see Ms. Sai to make arrangements to ensure student needs are being appropriately met.</p> | |
| | <ul style="list-style-type: none"> ● English Language Development | ELD instructor | <p>All students designated as English Learners are required by the state of California to receive special language instruction. At DCA, students receive this support in various ways:</p> <p>Designated and Integrated Program</p> <ul style="list-style-type: none"> ✘ Designated ELD class: one 60 minute class a week in small groups. <ul style="list-style-type: none"> - ELs develop critical English language skills necessary for academic content learning in English ● Integrated ELD: ELs receive in-class English language support during History classes regularly. <p>School-Wide Instructional Practices: Teacher Tip/Skill of the Month; PD days for training staff on how to support English Learners in the classroom.</p> | | |

| | | | | | |
|--|---|---------|---|--|--|
| | | | <p>Language Challenge: Monthly activity where all students can have fun using English in a challenging way and get extra points. October challenge: Halloween poems</p> <p>Reading Program: Daily at-home reading accompanied by parent/guardian.</p> <p>Reclassification as English Proficient</p> <p>✘ The reclassification process started in October for English Learners. See previous slide on RFEP criteria for more information</p> | | |
| | <ul style="list-style-type: none"> ● FST CALENDAR ● CALENDAR OF SCHOOL EVENTS | Ms. Lee | <p>Ms. Lee presented a slide that presented the dates for upcoming meetings (refer to presentation slides)</p> <ul style="list-style-type: none"> - Next Parents Coffee/Tea will be November 14 - Oral History Day in November- parents encouraged to participate - School tours starting- invite interested 5th graders <p>OCTOBER</p> <p>12. CEO Search Town Hall (see parentsquare for link)</p> <p>13 EARTHQUAKE AND FIRE DRILLS</p> <p>18. BOARD MEETING</p> <p>19 CTY TESTING</p> <p>20 END OF QUARTER 1</p> <p>20 - PICTURE DAY</p> <p>27 REPORT CARDS PUBLISHED</p> <p>31- HALLOWEEN, DIA DE LOS MUERTOS AND FALL CELEBRATION</p> <p>NOVEMBER</p> <p>3 NIGHT-NIGHT, 6:00 PM</p> <p>6-9 Parent Teacher Conferences, minimum days, 8:30 - 11:00 AM</p> | | |

| | | | | |
|--|---------------------------|---------------|--|--|
| | | | 17 Oral History DAY 20-24 FALL BREAK | |
| | Parent Questions/Feedback | Site Director | <ul style="list-style-type: none"> • What benefits from G-1 Grant do non-ASES students get? A: there are some clubs/services open to all students, including mindfulness, CalShakes, sports, and students with specific interests are welcome to attend specific clubs • Parent requested that bathrooms have hooks for students to hang their backpacks– Ms. Lee explained that DCA does not want students to have backpacks in the bathroom. • 7th grade math- teacher resigned for personal reasons. 2 weeks we had coverage by a math tutor with teaching experience. The position has now been filled by Ms. Kapadia, who began Monday and has many years of math teaching experience. • School lunch- parents invited to help choose monthly menu w/ front office • Clocks- not set in all classrooms– batteries will be replaced • Clarification on school calendar– last day is June 13 • High school options for 8th graders– we recommend OCHS as a sister school | <p>Owner: Action by Date</p> <ul style="list-style-type: none"> - Replace clock batteries |

Additional Notes, Questions, Etc.

- A question about transportation arose and Ms. Lee responded: *We could send a person with a group of students to get the bus if necessary.*
- A question about how to get their student into the ASES program. Ms. Lee explained that there would be a meeting about this soon.
- Parents interested in organizing with one another to organize **carpools**. How might we be able to support connecting families?
 - Parent names who expressed interest: Connie Kim, Ema Umanah, Olive Huang
- **5pm Meeting Attendance** - Aisha Momoh, Allen Tai, Erica, Ethan Huang, Jennifer Gin, Kathleen, Khen Tran, Leslie Moran, Liya, May Wong, Pauline Guan, Stephanie Jiang, Yeyuan, Stephanie Liu, Ms. Chang, Mr. Johannessen, Mr. Swingler
- Aisha Momoh (Allison Odey 6th) - would like to join FST

Roles

Leader role

The leader convenes the meeting and takes responsibility for communication before and after. The leader may lead a discussion on all items or may ask others, including a facilitator, to lead all or parts of the meeting. This enables the leader to be a full participant in discussions.

Facilitator role

The facilitator keeps the discussion and decision-making process moving along. The facilitator takes responsibility for the process, but should not be involved in the content of the meeting. A facilitator is instrumental if the leader holds a very strong opinion on an agenda item. Having a facilitator enables the leader to be a full participant.

Recorder role

The recorder takes notes on paper, laptop, or on flip charts. Meeting notes should be distributed as soon after the meeting as possible. The longer the lag, the less confidence the members have that their investment will result in action. For groups that meet regularly, the recorder is responsible for keeping previous meeting notes and agendas in one place where they can be referenced later, such as through a shared network drive or a notebook, etc.

Timekeeper

The timekeeper reminds the leader when the time is almost up for a given item. A stopwatch or small clock is invaluable.

Participant

Understands the Agenda and Purpose of the Meeting, Contributes to the Discussion, holds other roles accountable

AMPS

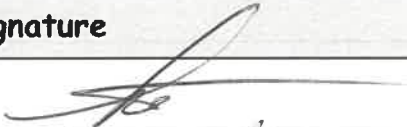
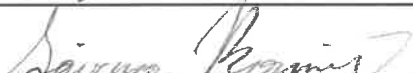
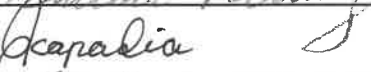





HONOR HARD WORK



DOWNTOWN
CHARTER
ACADEMY

STAFF MEETING SIGNING SHEET

DATE: October 13, 2023

| Name | Signature |
|-------------------------|---|
| STEPHEN TUNG |  |
| Sairena Ramirez Navarro |  |
| Daxa Kapadia |  |
| John Lyons |  |
| Rahim Strong |  |
| Ftsom Asfaha |  |
| Clandwa Lee |  |
| Gregg Pentony |  |
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AMPS


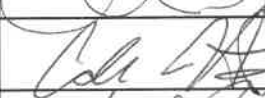



HONOR HARD WORK



DOWNTOWN
CHARTER
ACADEMY

STAFF MEETING SIGNING SHEET

DATE: October 13, 2023

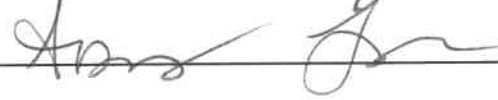
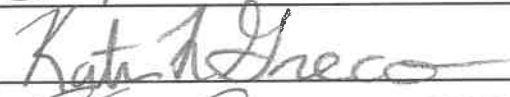
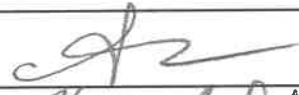
| Name | Signature |
|---------------------|--|
| Jillianne Whitfield |  |
| Minda Glynn |  |
| Cole Hatten |  |
| Sean Johannessen |  |
| DAVID SWANBLER |  |
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Adrian Cano

Katrina Greco

Kim Chang

Stephanie Gonzalez



AMPS

HONOR HARD WORK

DOWNTOWN
CHARTER
ACADEMY**FST - Meeting**

8:00 AM

Date: 10/12/23

Location: Ground floor - multipurpose room

| Parents' Names | Students' Names | Grade | Contact Information |
|------------------------|-----------------|---------------------------------|--------------------------------------|
| Yvette Arroyo-Agredano | Armaan Agredano | 8 th | 510 9151205 |
| MEI FENG chen | Li Lin - Kaiqi | 6 th 8 th | |
| Ester Prokopiuk | Stacy | | |
| Claudia Lee | DCA | | 68- |
| Lawan Yang | Evelina Le | | 6 |
| Xi fan Liu | Connie Ruan | 6 | 510-384-2823 510-384-2823 |
| Noeli Matias | Shexin Rivas | 7 | |
| Yansia Li | Kenny Liu | 8 | 510-326-8752 |
| Joseph Lee | Jason Che | 7 | 510-2511182 |
| Rachael Erin Johnson | Leolo Johnson | 8 | 510-435-8500 |
| DAVID Shan | Adam Pham | 8 | (714) 434-4906 |
| Qinjun He | Yongxi Fu | | 510-502-5977 |
| Zhihong Liang | Carol Yu | 6 | 5104637486 |
| Guiping Liu | Edmond Ouyang | 7 | 510-388-1158 |
| Haofei Yuan | Alice Yuan | 6 | (415) 610-6822 |
| Sairena Ramirez | (staff) | | |
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