

**SunRidge School**  
**Charter Council Meeting**  
**Minutes for 10/15/19**

*Call to order:* 6:00pm

*Present:* Kalen, Rebecca, Jamie, Deidra, Inna, Johann, Brian, Sasha

*Absent:* Curt

*Note taker:* Rebecca

*Guests:* Theresa, Metha Singleton

**Quorum:** yes

**Approval of agenda:** Jamie/Deidra/5/0

**Correspondence:** *none*

**Approval of minutes for September meeting:** Deidra/Jamie/5/0

**Open Session & Announcements:** *none*

**A) Review Action Items/Old Business**

Johann has found a potential facilitator for our long-term planning but has yet to have a conversation with her.

All other items have been addressed.

**B) Admin Report**

*Enrollment* – Enrollment is strong with our smallest grade at 26, and homeschool has 15, with 12 of those in K. Total enrollment is at 281.

*Pledge* – Pledge is starting to pick up. Theresa checked actual pledges against commitments parents had agreed to when filling out start-of-year forms. She has followed up with those people by sending a reminder letter.

*Attendance* – Attendance is strong so far at almost 97%. Half of our students have at least one tardy so far, but it's only a chronic problem for a handful of families.

*Hiring* – We've hired a 3-5<sup>th</sup> grade instructional aide.

*New legislation* – AB 1505 may have impacts on us, primarily in terms of what kind of credential or certificate specialty instructors must have in order to work with students.

**C) Charter Council Representatives Policy revision** – We approved changes to language allowing non-teaching staff to serve on Charter Council.

**D) Student Activism protocol** – Kalen presented potential language outlining norms and expectations around leaving campus and missing class in order to participate in activism events. The intention is to support student initiative and expression of values while maintaining safety, knowledge of students’ whereabouts when they are in our care, and the integrity of the educational experience. Parents have to be informed and involved if they are supportive of students leaving campus during school hours.

**E) Facilitation interview with Metha Singleton** – Metha has experience as an elementary teacher as well as in facilitating change and improved communication and organization in local Waldorf schools. We had time to ask questions and learn more about her process, as well as to articulate our ideas and goals for the work. We are looking for clarity around outlining shared outcomes and efficient, effective pathways for achieving those outcomes.

**F) Director Evaluation Process** – We looked at a revised general form for stakeholder input.

**G) Approve 2019-20 Safe Schools Plan**

The plan needed to be revised in order to include some additional requirements. SunRidge identified the following desired change goals: 1) additional professional development for social-emotional curriculum; 2) replenishing emergency food supplies; and 3) implementation of a lockdown drill.

The plan includes the following goals:

- Faculty and staff will be offered professional development regarding behavioral interventions and trauma-related response.

- Surveys of students, parents, and employees will be conducted as usual.

- Continue to train and implement 8<sup>th</sup>-grade leadership and supervision of younger students’ recess.

- Faculty and staff will receive mandated reporter training, harassment prevention, CPR, and lockdown training.

We also reviewed safe school improvements that were accomplished last year. These included suicide prevention education for 7<sup>th</sup> and 8<sup>th</sup> grade students; first aid training for faculty and staff; epi pen training; sharing of emergency procedure info with parents; installation of outdoor lighting in new locations; and purchase of a metal storage cabinet for flammable materials.

*Approval of Safe Schools Plan: 7/0*

**H) Charter Council Orientation**

We reviewed our obligations as a standing subcommittee of the THUSD board, as defined by the Brown Act. These include holding regular meetings, posting agendas for these meetings at least 72 hours in advance, taking and sharing minutes with the public, and allowing the public to address the group. We also reviewed guidelines for special circumstances.

We also reviewed the roles and responsibilities of Charter Council members as well as distinctions between this group’s roles and those of the director, and how those two interact.

*Action: Consensus decision-making process to be reviewed at a future meeting.*

**I) Review Curriculum and Instructional Program**

We learned about the curricula being employed and shared across grades in math. Faculty are being given collaboration time during meetings and allowed to ask for specific resources. We discussed intentions and rationales behind trying to unify the academic experience and perhaps curriculum across grades. Kalen

highlighted the work that has been done to detail learning goals on our report cards and that this is unifying instruction across grades.

**J) Long-term planning and 2019-2020 goals**

We had little time left for this item but Kalen reminded us that faculty last year asked us to look at setting priorities for spending, clarifying processes around decision making, professional development, collaboration time, discipline/aide training, and a possible reduction in instructional minutes.

*Action: Near-term planning: We will review the discipline policy.*

**K) Snack for November meeting** — Sasha (*Thank you for the October snack, Inna!*)

Meeting adjourned at 9:00pm

Respectfully submitted,

Rebecca Davenport