



BOARD MEETING DATE  
November 14, 2011

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## MINUTES FROM COMMUNITY ENGAGEMENT COMMITTEES

### POLICY ISSUE/SITUATION

It is the practice of the Beaverton School District to have each school submit its Community Engagement Committee minutes to the Superintendent, who, in turn, highlights recommendations, concerns, and/or comments for discussion by the School Board.

### BACKGROUND INFORMATION:

The Community Engagement Committee minutes received through November 2011 have been reviewed. No boxed items of concern are noted.

### RECOMMENDATION:

**(11-108)** It is recommended that the School Board and administrative staff receive the above review as an information item.

*The Beaverton School District recognizes the diversity and worth of all individuals and groups. It is the policy of the Beaverton School District that there will be no discrimination or harassment of individuals or groups based on race, color, religion, gender, sexual orientation, gender identity, gender expression, national origin, marital status, age, veterans' status, genetic information or disability in any educational programs, activities or employment.*

**WESTVIEW HIGH SCHOOL  
COMMUNITY ENGAGEMENT COMMITTEE MINUTES  
11/4/11**

CEC Members

- Tom Pickett – Chairperson
- Barbara Schulz- Scribe-Community Representative
- Susan Day- Community Representative
- Jim Schulz- Community Representative
- Anjali Bhide- Community Representative-ABSENT
- Rod Barraclough- Assistant Principal
- Mike Chamberlain- Principal

Principal's Report

- Rod Barraclough gave an overview of the facility use process and procedural guidelines.
- The committee reviewed the facility use applications for the month.
- Mike Chamberlain gave an overview of the charge of the committee. The group voted to have Tom Pickett to serve as Chairperson and Barbara Schulz serve as the note taker.
- All members have agreed to a two-year term except Anjali Bhide who was unable to attend the meeting.
- Mike Chamberlain shared that all 5 of the comprehensive high school will moved to a like schedule starting in the 2012-2013 school year. The model appears to be very close to what Westview using currently.
- All schools in the district have been asked to return 15% of their non-salaried funding. Westview's enrollment came in under projection and had to return a total of \$98,000 to cover the above-mentioned items.
- Susan Day identified old language in the facility use information on the website. Rod Barraclough will contact Ron Porterfield to correct.

Facility Use Applications to be processed:

- Westview Drama-Custodial overtime- approved
- Kid's Turn- approved
- PCC Night Classes Winter Term- approved

**Next Meeting: Friday December 2, 2011 at 11:30 am in Mike Chamberlain's office.**

**Hiteon Elementary  
Community Engagement Committee (formerly LSC) Minutes  
October 11, 2010**

**Attendance:** Ginny Hansmann, Shannon Herbers, Cathy Manor, Chris Evans

Meeting was called to order at 11:05AM. The meeting included call to order, Principal's remarks, previous business, new business, building use requests, and adjournment.

The minutes from the September 13, 2011 meeting were approved prior to the meeting.

**Public Input:**  
None

**Principal's Remarks:**

- Mrs. Hansmann discussed the Community Engagement Committee. She has not received any applications yet. The current LSC members are continuing in their roles for the time being.
- The school district is putting a 5-Year Local Option Levy on the November ballot and volunteers will be manning the phones to get the message out.
- A first grade teacher, Mrs. Plummer, has resigned and the students have been redistributed to the other first grade classrooms.
- Current enrollment is right around 650 and our building capacity is 750. We would like to see open enrollment available at Hiteon next year.
- We had 200 students participate in the International Walk and Bike to School day on October 6<sup>th</sup>.
- Mrs. Hansmann is continuing to acquire more technology resources for Hiteon with the primary need being microphones, smartboards, and computers.

**Previous Business:**

- The work orders for the new parking lot signs were denied by the district.

**New Business:**  
None

**Building Use Requests:**

1. **Champions** has been approved to use the cafeteria for childcare from 6:30AM to 6:00PM on 10/12/11, 10/13/11, 10/14/11, 11/10/11, 11/28/11, 1/27/12, 3/9/12 and 4/13/11. Fees assessed as per the district fee schedule.
2. **Community Action Organization (Head Start)** has been approved to use the Head Start classroom from 4:00PM to 5:30PM Monday 10/17/2011. No fees applied
3. **Community Action Organization (Head Start)** has been approved to use the cafeteria for a parent meeting from 6:30PM to 8:00PM Monday 10/17/2011. No fees applied.
4. **Cub Scouts Pack 872** has been approved to use the cafeteria from 6:45PM to 8:00PM for scout meetings on Tuesdays from 10/11/11 through 5/29/12. No fees applied.
5. **Young Players** has been approved to use a classroom on Wednesdays 11/18/11 – 2/22/12 from 2:40PM to 3:40PM. Fees assessed as per the district fee schedule.

**CEC Meetings (Tuesdays at 9:30am):** The next meeting is November 8 at 9:30am.

**Quarterly CEC Meeting:** Tuesday, November 29<sup>th</sup> at International School of Beaverton from 7:00 pm - 9:00 pm

Meeting adjourned at 12:10 AM.

10/20/2011



RECEIVED OCT 26 2011

# Community Council Meeting

(Combined Community Engagement & Site Council Committees for 2011-12)

## October 25th, 2011

Please fill out the feedback form & leave in the middle of the tables before leaving today. ☺

### Members

#### Community Council Members

Angela Tran, Principal	<a href="mailto:angela_tran@beaverton.k12.or.us">angela_tran@beaverton.k12.or.us</a>	503.259.3860
Cory Gaub, ESL Teacher (Certified)	<a href="mailto:james_gaub@beaverton.k12.or.us">james_gaub@beaverton.k12.or.us</a>	503.259.3860
Rob Fetter, Instructional Specialist (Certified)	<a href="mailto:robert_fetter@beaverton.k12.or.us">robert_fetter@beaverton.k12.or.us</a>	503.259.3860
Carlos Castro, Classified Staff member & Parent	<a href="mailto:carlos_castro@beaverton.k12.or.us">carlos_castro@beaverton.k12.or.us</a> <a href="mailto:ccastro2@live.com">ccastro2@live.com</a>	503.259.3860
Brenda Aguilar, Parent	<a href="mailto:bga16@hotmail.com">bga16@hotmail.com</a>	503.929.3056 (cell)
Al Ochoa, Parent	<a href="mailto:aochosa@oaktreeins.com">aochosa@oaktreeins.com</a>	503.635.3303 (work)
Kevin Graves, Parent (former Site Council Member)	<a href="mailto:pam.graves1@gmail.com">pam.graves1@gmail.com</a>	503.702.6631
David Hansen, Parent (former LSC member)	<a href="mailto:dhansen1977@gmail.com">dhansen1977@gmail.com</a>	503.484.8996

#### Purpose of the Council:

The **Community Engagement Committees (CECs)** are replacing the Local School Committees (LSCs). The new role is community engagement of the greater community (70%) who do not have children in school, working to round out the work that the boosters and school volunteer coordinators do; building use approvals; and serve as key communicators. CECs will be established at each school for the purpose of:

- o Engaging with the local community;
- o Providing a communication link between the school community, the school administration, and the School Board; and
- o Determining the use of school property.

Hazeldale's **Site Council** is a group of parents and staff (Certified and Classified) who monitor the school improvement planning process and who communicate with the school community about the school's goals and activities.

#### Norms

- Have an agenda (send a few days in advance)
- Allocate time effectively
- Start and end on time
- Allow everyone to have a voice
- Listen to other perspectives with the "assumption of good intent"
- Think schoolwide

#### Dates and Times of Meetings 2011-2012

- October 25<sup>th</sup> 4:30-6:00 pm
- January 17<sup>th</sup> 4:30-6:00 pm
- \*May 22<sup>nd</sup> 4:30-6:30 pm
  - o The May 22<sup>nd</sup> meeting is also our Annual Title I Program Review Meeting

## **Agenda & Minutes:**

### I. Opening & Welcome—Angela

- Norms-- Angela went over the committee norms with the group. Angela: We need to elect a chair for the committee. Kevin Graves volunteered to be the chair. Kevin clarified that an essential role of the committee is to communicate to the wider community what is happening with Hazeldale and also to communicate community views to Hazeldale. Making decisions about community building use is also a function of the committee.
- Purpose (Ochosa: How is this committee different from what has been in place before? Angela referred members to board policy that she provided to members.. A big part of the comm. is to create opportunities of community of Hazeldale to wider comm. We can also work together with PTO. Graves: Site Council used to be focused on academics, but didn't seem to have much impact. It seems that this comm. is more about comm. Involvement. Ochosa: Has there been a survey of what worked or didn't in the past? Angela: Our Title plan will help guide us.
- Ice-Breaker/Get to Know Each Other Activity

All members introduced themselves and shared their connection to Hazeldale.

### 2. What is going well @ Hazeldale?—Cory, Rob, Carlos, Angela

- Professional Learning Communities Angela shared that work in this area is part of our new schoolwide Title I plan and also details on how teachers are working together to plan and monitor teaching and learning. Ochosa: Are the SCCs a part of this work. Angela: Yes they are. Gaub: ESL is also part of this collaboration work. Graves: This seems like important work. Do we need to share this with the community? Ochosa: Can the parents be part of this process? Perhaps they could get a summary of the changes to instruction that comes out of this work and how parents can support this. Graves: An example of this work could go in the parent newsletter. Do parents read the newsletter. Angela: That might be a good question for our parent survey.
- Professional Development Angela: This year all of our PD is tied to our schoolwide Title plan. So far this year most of our PD work has been around SIOP. Heather Craig and Amy Corris are our key teacher leaders in this work.
- Consistency of Instruction & Focus across K-5 (Reading, Writing, Math & SIOP-Sheltered Instruction Observation Protocol)
- Conferencing/Conferring with students in Literacy a common goal for many individual teachers and teaching teams as part of our SWP (Schoolwide Plan) Angela: Two of our grade level teams have also made this their professional goal.
- PTO and Technology in the Classrooms Angela: PTO has decided to purchase Promethean boards for our classrooms in grades one through five that don't currently have them. Graves: This is the most significant PTO purchase I have seen at Hazeldale. Aguilar: I think this is a great purchase. Gaub: With this purchase Hazeldale is one of the most technologically updated elementary schools in the District.

3. Schoolwide Title I Plan 2011-2012 (posted to school web site in entirety/see hand out)—  
Angela

- 1<sup>st</sup> year as schoolwide Title I
- AYP (Adequate Yearly Progress) 2010-2011

Angela: Hazeldale did not meet AYP last year in the area of Math for Students with Disabilities. Graves: What does that mean for Hazeldale? Angela: Explained the targets for improvement this year and explained what would happen if we don't meet again this year. Also explained the achievement gap at Hazeldale between White students and Hispanic/Latino students. Explained that staff is working together around this issue. Graves: a few years ago on Site Council I remember a big emphasis was put on Reading. It seems that we are now doing well in the area of Reading

Angela presented the School Improvement Action Plan. Pointed out the key instructional strategies and AYP targets.

4. What do you think is going well from the community perspective?—parent input

***Parent Perspectives Needed—Guiding Questions:***

1. Regarding the Individual Plan and Profile that you participated in at the Fall Conference—  
What was clear? What was unclear? In what ways could you see your child's strengths?  
Areas for growth?

Ochosa: I thought it worked great for both of my kids. David: I agree. It helped facilitate a dialog. Auilar: I like it. I understood the information presented. Graves: I thought it was good. It helped teacher set goals with the student. I think it has improved conferences. Graves: The acronyms are confusing and the CCR goals are not clearly presented. Acronyms should be defined.

2. Regarding the Parent Involvement Policy—what feedback do you have?

Angela presented the policy document to the committee. Explained that this is also a Title I requirement. David and Ochosa: It seems too long. I don't think people will read it. Does it have to be in this format? Angela: That's a good question. Angela will look into that. Graves: I agree it's too wordy. No one will read it. It's a good document to meet the Title I requirements, but not good communication with parents. A short bulleted list would be better. David: agrees a short bulleted list would be better. The full document could be referenced.

3. If we, as a committee, were to design a survey for our parent community, what questions do you think we should ask?

Ochosa: We should ask people about their perceptions of the school but also ask them what they want to see. Graves: if we do a survey, we need to get more than just the PTO to fill it out. We need more community involvement so we need to ask what are the barriers to parent involvement. Carlos: parents have not been given the results of past surveys. This turns them off

of participating in future survey Sabbe: The purpose of survey needs to be clear. David: parents need to know the results of the survey Graves: could we have parents fill out the survey at conferences?? Angela: we could give the survey at Family Math Night in January. David: could we involve the kids? Maybe they could fill it out with the parents? Several committee members liked the idea

4. Other? (What are you hearing from other parents and neighbors? What are you concerned about? Excited about?)
5. Building Use Forms—Review and sign building use applications

Dog Club  
PTO Harvest Festival  
Cub Scouts  
Kids Like Languages Spanish Club  
Young Players Drama Club  
Young Rembrandts

All approved.

6. Closure: Feedback/Exit Slip for All

Next meeting is January 17<sup>th</sup>.