

CUTTEN ELEMENTARY SCHOOL DISTRICT  
**SCHOOL SITE COUNCIL MINUTES**

November 19, 2024, 5:30 pm  
Ridgewood Commons

1.0 CALL TO ORDER 5:33 pm

Members in Attendance: Nancy, Teresa, Carissa, Melissa, Tina, Annette, Chara, Shandi, Morgan

Members missing: Sean

2.0 CONSIDER APPROVAL OF OCTOBER 15, 2024 MINUTES

Nancy made a motion to approve October meeting minutes and Morgan seconded. Approved.

3.0 PUBLIC COMMENT: *Persons wishing to address the school site council on non-agenda items (except personnel) are invited to do so at this time. In the interest of time and order, each speaker may be limited to three minutes (3) to address the school site council, with no more than twenty (20) minutes total of public comment.*

No public comment

4.0 DISTRICT REPORT

-the bond passed with 57% so far (needed 55% to pass)

-math mindset trainings for staff through HCOE focusing on finding ways to solve problems in different ways, fun and engaging lessons

-Halloween parades and sing alongs went well at both sites

-this week is conference week

-Author Festival went well

-in October we had a week focusing on some of the character pillars from Character Counts

-great CA shakeout earthquake drill

-art teacher helped Cutten kids work on PTA Reflections projects

-raffle tickets are being sold, turn in by December 2nd

-Katri hosted the youth ensemble

-girls basketball team doing well and winning many games

-GATE testing completed, GATE is now called Quest, Quest teacher pulls kids twice a month as well as taking them to a GATE academy at Cal Poly once a year

-TK playground at Ridgewood is complete

-literacy reviews with grade levels at Ridgewood were led by Karla Tice, Annette will ask Karla to teach a science of reading lesson for teachers to observe

-report cards were revamped to make them more parent friendly

-district may have to decide about closing the school tomorrow due to power outage if that occurs with this storm, however the day would most likely have to be added to the end of the year

-Jen Code is spearheading History Day and she will help kids with all the components in after school sessions, then next year the Science Fair will be the focus. Because History Day and the Science Fair both happen around the same time of year and many of the same families would be interested in being involved, they will alternate between the two each year. If kids are still interested in Science Fair this year, Nancy will be the contact person

-Tree Spirits author came to present at Ridgewood and Annette will contact her to include her in the Author's Festival in the future

-Ms. Morey, the Ridgewood librarian, will be staying through mid January

-Mr. Ringler will retire at the end of this year and Patrick Patterson is training and will be taking over

## -5.0 DISCUSSION/POSSIBLE ACTION ITEMS

### 6.1 Consider Approval of Comprehensive Safe School Plan

Annette pointed out the following items:

-page 8 and 9-we are in green for suspension which is lower than the state

-looked at graphs about school safety and liking school from spring 2024 3rd-6th grades

-District action plan on page 10 stayed the same, Annette will make sure she looks through all items on this list thoroughly

-Nancy asked about the item on page 13 6a - site intercom system, the team talked about how nice it would be to have an intercom system for emergencies and daily messages. We are curious if there is a way to have this intercom system connect to the classroom sound systems.

-Annette said that the administration talked briefly about providing cell phones for teachers. Melissa mentioned that during lockdowns and real emergencies, staff have been told that they need to have their cell phones on them to be able to email and confirm the safety of their students and communicate. Staff are not supposed to be walking to their computer or landline phone during a lockdown. Melissa also mentioned that staff often need to use their cell phone to contact the SOS team for assistance with student behaviors.

-Tina talked about having two way radios for emergency situations and to contact teachers at recess, also in case cell phone towers go down

- some board policies in the plan will be updated by Mrs. MacQuarrie
- pg 15 PBIS expectation stations were updated
- pg 18, Annete said all staff will be trained for epi pen by January
- pg 68 updated every year with new staff
- pg 70 vests for all certificated staff for emergency situations
- pg 72 map updated
- Jay is on both teams Cutten and RW because he is on both campuses
- Nancy brought up that it would be more inclusive to add his/her/**their** to the document. This came to her mind as she looked through the nondiscrimination section pg 31-36, Tina said the term "student" could be used instead as an option
- pg 83 Annette says we have practiced the lockdown with kids, but staff has never practiced an active shooter drill and she doesn't know if staff ever will. Morgan and others spoke about how the kids are little and she appreciates that we do not scare the kids by creating more fearful situations for them
- Teresa brought up that the front of Rldgewood is very dark and more lighting is needed
- pg 33 Carissa brought up AR vs. AG in the document and Annette will look into this
- state is asking schools to use reusable food containers, we could wash all of these reusable dishes in the dishwasher, so we will need another person for this cleaning position in the future
- Annette says if there is anything else that the team notices that needs to be changed in the plan to let her know
- this plan will be updated and then shown to the team again for us to vote on

## 6.0 ANNOUNCEMENTS AND COUNCIL MEMBER COMMENTS

- Morgan would like to do some work in the garden and will revisit this in the spring

Meetings- Tuesday, at 5:30 pm

January 21

March 18

May 20

Tentative June 10

7.0 ADJOURNMENT 6:37 pm

Respectfully submitted,

Melissa Seymour