

-Please Post-



Oakland Unified School District

Franklin Elementary School

Ingrid Seyer-Ochi, Principal

915 Foothill Blvd

Oakland, CA 94606

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www.ousd.org/franklin

December 13, 2016

Dear Parents, Teachers, Staff, and Community Members,

You are invited to attend the School Site Council (SSC) meeting in our library at 9:00 a.m., December 16, 2016. This council offers an excellent opportunity for parents, community members and site personnel to work together and plan for student achievement.

Ingrid Seyer-Ochi, Principal

Estimados Padres de Familia, Maestros, Personal y Miembros de la Comunidad,

Usted esta invitado a asistir al Concilio del Stitio de la Escuela (SSC), nos encontraremos en nuestra biblioteca a las 9:00 a.m., el 16 de Decembre 2016. Este concilio ofrece la oportunidad exelente a los padres, miembros de la comunidad y personal del sitio para trabajar juntos y planear el progreso de los estudiantes.

Ingrid Seyer-Ochi, Directora

Kính thưa Hội viên SSC, Phụ huynh và Giáo viên, Ban Giáo viên, và Thành Viên Cộng Đồng:

Xin mời quý vị đến họp Hội nghị SSC tại Thư viện trường Franklin vào lúc 9:00 sáng ngày 16 tháng 12, 2016. Buổi họp này sẽ giới thiệu quý vị về ban giáo viên và nhân viên nhà trường để cộng tác với nhau để làm kế hoạch giảng dạy tốt cho học sinh.

Ingrid Seyer-Ochi, Hiệu trưởng

親愛的家長，教師，職員，和社區成員：

你們好! 我們邀請你們來參加 2016 年 12 月 16 日在學校圖書館舉辦的理事會會議。會議的時間是上午 9 點。會議的內容是研究有關如何能使學生在將來取得更好成績的計劃。這是一個讓學生家長，社區成員和學校交流的很好機會，希望你們來參。

-Please Post-

Oakland Unified School District, School Site Council (SSC) Meeting: December 16, 2016 9:00 am Franklin Elementary School: Library 915 Foothill Blvd, Oakland, CA 94606, 510-874-3354	麗濤聯合學區, 學校理事會會議 (SSC) 大會: 2016年12月16日 9:10 點 富蘭克林小學: 圖書館 915 Foothill Blvd, Oakland, CA 94606, 510-874-3354	Distrito Unificado de las Escuelas de Oakland, Concilio del Lugar de la Escuela (SSC) Reunion: 16 de Diciembre, 2016 9:15 am Escuela Elemental Franklin: Biblioteca 915 Foothill Blvd., Oakland, CA 94606, 510-874-3354	Khu Học Chánh Oakland Buổi Họp Hội Đồng Nhà Trường (SSC) Họp: Ngày 16/12/2016 9:30 sáng Trường Tiểu Học: Thư Viện 915 Foothill Blvd, Oakland, CA 94606 510-874-3354
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Agenda

Item	Description	Action Requested
1. Welcome/Call to Order/Roll Call	Ms. Alexandre	Informational
2. Approval of 11/18/2016 and 12/08/12 Minutes	Ms. Alexandre	Voting Item
3. Review 2015-2016 Priorities	Ms. Seyer-Ochi	Informational
4. Discuss 2016-17 Priorities	Ms. Seyer-Ochi	Informational
5. Principal's Report	Ms. Seyer-Ochi	Informational
6. Public Comment	Ms. Alexandre	Informational
7. Adjournment	Ms. Alexandre	Voting Item

Next SSC Meeting: January 20, 2017 at 9:00 a.m.

議程

項目	描述	理事成員須要採取
1. 歡迎/點名	Ms. Alexandre	投票項目
2. 討論審批會議紀要 18/11/2016, 08/12/16	Ms. Alexandre	投票項目
3. 討論當屆之急問題 2015-2016	Ms. Seyer-Ochi	信息
4. 討論當屆之急問題 2016-2017	Ms. Seyer-Ochi	信息
5. 校長的報告	Ms. Seyer-Ochi	信息
6. 公開徵求意見	Ms. Alexandre	信息
7. 會議結束	Ms. Alexandre	投票項目

下次會議: 20/01/2017 9:00 a.m.

Agenda

Item	Descripción	Accion Requerida
1. Bienvenida/Se paso lista	Ms. Alexandre	Informativos
2. Aprobacion de Minutos 18/11/2016, 08/12/16	Ms. Alexandre	acto de votar
3. <i>Revisar las Prioridades 2015-16</i>	Ms. Seyer-Ochi	Informativos
4. <i>Discutir las Prioridades 2016-17</i>	Ms. Seyer-Ochi	Informativos
5. Informe del director	Ms. Seyer-Ochi	Informativos
6. Comentarios del Público	Ms. Alexandre	Informativos
7. Cierre levantar la reunion	Ms. Alexandre	acto de votar

Proxima Reunion del SSC: 20/01/2017 9:00 a.m.

Chương Trình Nghị Sự

Đề Mục	Mô Tả	Quyết Định Bằng Cách Bỏ Phiếu
1. Chào Mừng/Điểm Danh	Ms. Alexandre	Thông tin
2. Sự chấp nhận Biên bản 18/11/2016, 08/12/16	Ms. Alexandre	Đề Mục Cần Biểu Quyết
3. Xét lại vấn đề ưu tiên 2015-2016	Ms. Seyer-Ochi	Thông tin
4. Thảo luận vấn đề ưu tiên 2016-2017	Ms. Seyer-Ochi	Thông tin
5. Báo cáo của hiệu trưởng	Ms. Seyer-Ochi	Thông tin
6. Ý Kiến Cộng Đồng	Ms. Alexandre	Thông tin
7. Kết Thúc Buổi Họp	Ms. Alexandre	Đề Mục Cần Biểu Quyết

Buổi Họp SSC Kế Tiếp: 20/01/2017 9:00 a.m.

Franklin Elementary School
SSC Meeting Sign-In Sheet
2016-2017
December 16, 2016

Name (Please Print Neatly)	Signature	Staff	Parent Community	Other
1. Willis Hickox	<i>Willis Hickox</i>	✓		
2. David Li-Bland	<i>David Li-Bland</i>		✓	
3. DAVID COPENHAGEN	<i>Copenhagen</i>			✓
4. TRAM TRAN	<i>Tram</i>			✓
5. DAVID LUEN	<i>David Luen</i>			✓
6. Esther LARA	<i>Esther Lara</i>		✓	
7. Imelda Ojeda	<i>Imelda Ojeda</i>	✓		
8. Yvonne Prospero	<i>Yvonne Prospero</i>	✓		
9. Aleen Chang	<i>Aleen Chang</i>	✓		
10. THIEN DAO	<i>Thien Dao</i>		✓	
11. Theresia	<i>Theresia</i>	✓		
12. Ruise Edwards	<i>Ruise Edwards</i>	✓		
13. Hingyi Nguyen	<i>Hingyi Nguyen</i>		✓	
14. Paty Valquez	<i>Paty Valquez</i>		✓	
15. Asia Hersi	<i>Asia Hersi</i>	✓	✓	
16.				
17.				
18.				
19.				
20.				

School Site Council Meeting Minutes: December 16, 2016

1. **Welcome/Call to Order/Roll Call:** Ms. Alexandre welcomed parents and staff to the SSC meeting. Members present: Lydia Alexandre, Esther Lara, Mimi Nguyen, Ingrid Seyer-Ochi, Yvonne Prospato, Aileen Chang, Imelda Ojeda, David Li-Bland, and Willis Hickox. Absent: Osbornique Williams (Ms. Seyer-Ochi will contact Osbornique to see if she can attend future meetings).

2. **Approval of Minutes:** Ms. Alexandre had the parents and staff reviewed the November 18, 2016 and December 8, 2016 minutes. A motion was made and seconded to unanimously approve the minutes.

3. **Review 2015-2016 Priorities:** Ms. Seyer-Ochi talked about priorities. The current superintendent wants schools to talk about priorities for next year. Below are the priorities from teacher staff, SSC, staff members. There is a SSC training on January 5 working on this process.

- a) Whole Child (Social, Emotional and Physical) Budgeted from PE Teacher and Coach E, Juan Quintana—social worker, sending teachers to workshops, thinking about restorative justice
- b) Newcomers and ELL
- c) Data-driven Teacher Collaboration: Teachers review past data to plan for future lessons.

4. **Discuss 2016-2017 Priorities:**

Needs: 2016-17

- The whole child, meeting needs of all children within and respecting diversity, feelings and inter-personal (SSTs, SART)
- After-school/intervention/before school, newcomer—boost in the morning, transitionally housed, partnering and staffing and identified students.
- Adult school hub at Franklin School
- Parent-staffed homework help club. View other sites best practices. When budgeting for staff, benefits is a major cost.
- Teacher professional development, budget extra time, stip subs, training, ELD training
- The District might fund a newcomer teacher
- Thinking about our African American and Latino students who don't fall into ELL categories. They are highly represented in our SST, SART and attendance categories.

5. **Principal's Report:** Ms. Seyer-Ochi explained about the following topics:

a. Our current superintendent, Antwon Wilson, will leave the district in February. An interim person was selected, Devin Dillon, to become the interim superintendent. Because of this, there was a sense that school budgets might be frozen. It looks like if they freeze budgets, general discretion funds and not Title I funds will be frozen.

6. **Public Comment:** None

7. **Adjournment:** A motion was made and seconded to adjourn the meeting at 10:10 a.m. The next SSC meeting will be January 20, 2017 at 9:00 a.m. in the library. The district provided three translators to support our meeting: David Yen: Chinese, David Copenhagen: Spanish, and Tram Tran: Vietnamese.

School Site Council Emergency Meeting Minutes: December 8, 2016

1. Welcome/Call to Order/Roll Call: Ms. Alexandre welcomed the parents and staff to the SSC meeting. Members present: Lydia Alexandre, Ingrid Seyer-Ochi, Yvonne Prospato, Aileen Chang, Imelda Ojeda, David Li-Bland, and Willis Hickox. Absent: Osbornique Williams, Esther Lara, Mimi Nguyen

2. Budget Approvals: Ms. Seyer-Ochi explained that due to upcoming leadership transitions she felt it was best to begin using our Title 1 budget. She originally planned to place SSC Title I orders for library books in February 2017 but was concerned that the district would close the IFAS order system and this might delay the order. This is why she wanted to hold the SSC emergency meeting. Ms. Seyer-Ochi distributed the current IASA-Title I Instructional budget to the SSC members.

The total cost for the library books (Follett and Laurel Books) is \$7,525.40 from Object code 4200 (books other than textbooks). A motion was made and seconded to approve the purchase of library books from Follett Schools and Laurel Books. Six members voted yes and the motion passed. One SSC member rejected the motion because the SSC member wanted more parents to attend the meeting to voice their opinions and wanted to wait to our regularly scheduled third Friday SSC meeting.

a. **Follett School Solutions:** The cost of this order is \$6,312.48. See attached Follett invoice.

b. **Laurel Books Store:** The cost of this order is \$1,152.92. See attached Laurel Book Store invoice.

c. **Teacher Stipends:** Ms. Seyer-Ochi explained that she wants to pay 35 teachers a stipend of \$250.00 for a total of \$8,750.00 from Object Code 1120 Teacher Salaries Stipends to compensate for the missed day of work on the last day of school, June 12, 2017. Ms. Seyer-Ochi applied for a grant to visit the Museum of Tolerance in Los Angeles for a two-day workshop professional development. The grant covers airfare, hotel rooms, transportation to and from the airport, and professional development costs. Our teachers will attend the PD at the Museum of Tolerance as a community. Since there was no way to go during two school days because impossibility of hiring 35 subs for both days, she determined with staff input, the best day to attend this workshop would be on the last day of school for teachers which is Monday, June 12, 2017. The museum is closed on Saturday so we could only go on a Sunday and Monday. The plan is for teachers to attend the workshop on Sunday, June 11, 2017 and Monday, June 12, 2017. A motion was made and seconded to spend \$8,750.00 to compensate teachers for missing the last work day at Franklin School. The motion passed unanimously.

3. Adjournment: A motion was made and seconded to adjourn the meeting at 9:40 a.m. The next SSC meeting will be December 16, 2016 at 9:00 a.m. in the library.

School Site Council Meeting Minutes: November 18, 2016

1. **Welcome/Call to Order/Roll Call:** Ms. Alexandre welcomed the parents and staff to the SSC meeting. Members present: Lydia Alexandre, Esther Lara, Mimi Nguyen, Ingrid Seyer-Ochi, Yvonne Prospato, Aileen Chang, Imelda Ojeda, David Li-Bland and Willis Hickox. Absent: Osbornique Williams
2. **Approval of Minutes:** Ms. Alexandre had the parents and staff review the October 21, 2016 minutes. Esther Lara's name was incorrectly spelled and Quise Edwards' name was removed from the SSC members. A motion was made and seconded to approve the October minutes.
3. **Budget Approvals:** Ms. Seyer-Ochi explained that \$1,600 needs to be spent to train three reading intervention specialist at Franklin in the use of Heinemann's Leveled Literacy Intervention (LLI) program. This LLI professional development will happen in San Francisco on January 9, 2017. The district offers this training but the staff preferred to receive from the Heinemann publishers. A motion was made and seconded to approve this expenditure. There was one absention.
4. **SSC training at Franklin:** Ms. Alexandre explained what was presented at the District SSC Training, Thursday evening, November 17, 2016. The training explained how SSC meetings are supposed to be organized and held and why they are important. Information used at this meeting are attached to these minutes. Ms. Alexandre felt the meeting was worthwhile and useful to help her run the SSC meetings at Franklin School.
5. **Title 1 Audit:** Ms. Seyer-Ochi explained that OUSD was audited last week. The auditors were looking to ensure money was being spent as it was stated in the school plan. The auditors met with representatives from SSC, SELLS, and parents. They visited 18 classrooms and viewed how students have access to various resources and the varied ways students are cared for at school. The auditors were satisfied with their Franklin visit. There were no concerns in their reports about Franklin. It was noted that there is funding to provide extra tutoring for ELL students.
6. **Enrollment Options Efforts:** Ms. Seyer-Ochi explained that historically Franklin has never recruited students. The problem now is the district is under enrolled. Franklin wants to continue to serve our students. The SSC discussed how Franklin could encourage the community to send their children to Franklin. Pamphlets with parent quotes, data, diversity, programs offered at Franklin, word of mouth from parents who have students at Franklin, and Open House were some suggestions. Ms. Seyer-Ochi explained that she would work on a pamphlet to be ready for Parent Engagement Week.
7. **School performance Framework:** Ms. Seyer-Ochi explained that this document shows Franklin's strengths and weakness. She explained the various colors, academic status, academic growth, culture & climate status, culture & climate growth, and the overall tier. Last year we focused on systems and classrooms. This year we are focusing on staff to work directly with students. Franklin's growth in academic areas remained the same. Academic Status and Academic Growth are 60% of the data and Culture and Climate Status and Culture and Climate Growth are 40% of the report. Growth becomes difficult when a school is at a higher level. We will talk more about this report in December. We want to focus on 5 priority and high need areas. What do you think is working at Franklin and what should Franklin focus on? This document is found on the Franklin website.
8. **Franklin 2017-18 priorities:** A motion was made and seconded to move this to December.
9. **Home-School Compact Agreement:** A motion was made and seconded to move this to December.
10. **Family Engagement Week:** Ms. Alexandre talked about need for creating a pamphlet about Franklin School, the programs, the strengths, the diversity to give parents during this week. During one of the days, there should be a Family literacy night. Technology also needs to be explained at this event such as show parents how to access the Franklin website, setting up email accounts, receiving reduced cost internet, free computers. There should be information about homework, EBAYC Reading Partners, and ESL options.
11. **SELLS Report:** Mr. Hickox reviewed the minutes from the last meeting. Homework and communication were topics parents felt were important. Parents use homework to see what is happening in the classroom. The office should be staff with a person who speaks a certain language at specific times during the week so parents who speak that language can receive assistance. The parents also want more ESL classes.
12. **Principal's Report:** Ms. Seyer-Ochi explained about the following topics:
 - a. The superintendent will visit Franklin School on December 14, 2016.

b. The corner of the library was repainted to be used as a reading center for our students.

c. Report Card Week: December 5-9. Families will come to school to receive report cards. Grades 4 and 5 will be on Monday. There will be middle school representatives on site during this time.

13. **Public Comment:** None

11. **Adjournment:** A motion was made and seconded to adjourn the meeting at 10:23 a.m. The next SSC meeting will be December 16, 2016 at 9:00 a.m. in the library. The district provided three translators to support our meeting: Chinese, Spanish, and Vietnamese.