



**Frederiksen Elementary School  
School Site Council Meeting  
Minutes from Thursday, October 3, 2019  
3:20 p.m. - Room 3**

Meeting called to order at 3:23pm.

Members present: Claire Mognaga, Geoff Pepler, JT Ruch, Lilia Tsui, Brenda Gundell, Shazia Rahman, Megan Lantz, Jennifer Tischer, Anne Torok; Guest: Lucy Kanikeberg

1. Safety Message: Distracted driving--remind yourself...is it worth it? Don't do it!
2. Approval of [Minutes from 9/5/2019](#): Anne T. motioned to approve, Megan L. seconded.
3. Amendment and Approval of [SSC Bylaws](#)
  - a. Article 2: Clarification of representation of membership desired--"5 staff with at least one certificated, one classified, one administrator" and "5 parent members"
  - b. Article 3: change "for 72 hours" to "within 72 hours of the meeting"
  - c. Article 2, section E: adjust formatting to clarify
  - d. Anne T. motioned to approve amendments, Shazia R. seconded.
4. Review End of Year Survey Data
  - a. Last year's annual survey created by SSC garnered 49 online responses and 110 responses on paper (students received Panther Coupons as an incentive if parents went to library to fill out survey at Open House). Other ideas to increase response rate for this year: no homework night except for filling out the survey online; Mascot appearance; Chromebooks set up in the library instead of hard copies.
  - b. Review of survey data from paper responses:
    - i. Many responses from across grade levels.
    - ii. Most common way of parents keeping informed: Direct communication from teacher, flyers sent home, room parent email, Panther Newsletter, PFC Facebook page.
    - iii. Suggestions:
      1. Add to question #2: "How do you like to be informed?"
      2. Add to options in #2: "Do-not-reply email/email blast using Infinite Campus"
      3. One suggestion was to do a weekly email from office where all information is in one place.
    - iv. Questions about report card: do we want to separate the question by grade spans because Grade 4-5 are letter grades?
    - v. Overall very positive responses for all questions.
    - vi. 70/110 parents surveyed volunteer in some way at school.
    - vii. There is a low enrollment (25/110) in after school enrichment classes.
    - viii. Members will review the rest of the survey feedback and send any

thoughts and suggestions to Claire M. and JT R.

5. Review CAASPP data for SPSA: this agenda item will be moved to next month
6. PFC Update
  - a. Ms. Pires, instructional coach at Frederiksen, did a presentation on how she supports teams of teachers and individual teachers with the ultimate goal of supporting student learning.
  - b. Catherine Kuo, DUSD school board candidate was present at the meeting.
  - c. PFC is figuring out how to organize parent liaisons and communication.
  - d. PFC is looking to have a faculty member to be at PFC meeting each month.
  - e. PFC wants parents and staff to know that if you see flyers of past events, we can all pitch in to help take down any outdated information.
  - f. Upcoming events:
    - i. Fri 10/4: DHS Homecoming Parade (\$5 carnival) and PFC Movie Night
      1. PFC is looking to move Movie Night to September next year to avoid possible time conflict with DHS Homecoming activities.
    - ii. Tues 10/15: Dine-Out Fundraiser at Pieology
    - iii. Thur 10/31: Halloween parade
7. Open Forum
  - a. Question: In the mornings, why is the playground by EDCC off-limits?
    - i. Kindergartners can play there if parents are supervising. Due to the lack of staff supervision availability, the small playground by EDCC is closed to other students.
    - ii. This should be communicated to parents to avoid misunderstanding.
  - b. Walk and Roll to School Day: positive parent feedback on it being inclusive.
  - c. Flyer for Annual survey: include either a QR code or Tiny URL to help increase online responses. That will also help us better understand what after school classes parents would like to have offered. In this year's email, include how past survey results have yielded in positive actions or changes in our school.
  - d. Next meeting will be in the library and JT R. will ask Mrs. Sevilla to see if she's available and willing to present on our library program.
  - e. Claire M. asked members: Are there programs that you see our school needing and considered for our SPSA?
    - i. Peer mentoring to help support efforts in problem solving and developing social skills
    - ii. Social-emotional program
    - iii. GATE program
    - iv. Multilingual Education

Meeting adjourned at 4:33pm. Notes submitted by Frederiksen SSC Secretary Lilia Tsui.