


Cambridgeport School

School Site Council Meeting Agenda/Minutes

Date: October 24, 2024 Time: 4:45 pm - 6:45 pm



CAMBRIDGEPORT SCHOOL

Vision Statement
At Cambridgeport, we believe that learning unfolds when we provide conditions in which children can explore, inquire, and share their own understandings.

Mission Statement
We are a collaborative and reflective school that builds relationships. We create a safe and joyful learning environment that **empowers** and guides students' understanding of themselves, their community, and the world to develop independence and critical thinking skills.

NORMS

Way of Working Together

- Be open-minded and non-judgmental
- Full participation and contributions
- Assume positive intentions
- Let priorities overrule history (solution-based approach)
- Listen to understand, not to reply
- Ground statements/decisions in evidence
- Allow for courageous conversations that encompass civility
- Maintain every person's humanity in words and actions.

Start and End on Time

KINDNESS

/kin(d)nəs/ **noun**

1. Lending someone your strength instead of reminding them of their weakness.

Statement

The School Council is a state-mandated committee whose membership includes the Principal, a co-chair, and an equal number of school staff, parents, and community members. **The School Council functions as an advisory council to the Principal.** The work of the Council could include:

In Cambridge Public Schools, the School Council has the following main responsibilities:

- Adopt educational goals for the school that are consistent with local educational policies and statewide student performance standards;
- Identify the educational needs of students attending the school in relation to the goals;
- Collaborate with the school community and district instructional staff to form an annual School Improvement Plan (SIP) for approval by the Superintendent;
- Review the school budget annually;
- Review the student handbook, all areas of student behavior, and student disciplinary policies annually.
- *Making recommendations for the development, implementation, and assessment of the curriculum accommodation plan, as required under Sec. 38Q 1/2*

School Council should not become involved as an ombudsman (an official appointed to investigate/address individuals' complaints) **or a grievance committee in individual cases that involve students, parents, teachers, and other school staff.**

School Council as a Mechanism for Racial Equity

- Every School Council is a mechanism for working towards racial equity in schools. The School Council will catalyze and/or participate in racial equity initiatives and evaluate their progress and efficacy in collaboration with the school's equity team and the general school community.
- Becoming an anti-racist school will be a goal explicitly stated in the educational goals developed by every School Council, evaluated in the needs assessments, and addressed in the School Improvement Plan.
- The thread of racial equity is woven throughout every action the School Council takes and throughout every section of the Handbook.

What is the council's role in the school budget?

"The law specifies that the school council "shall assist [the principal] in the review of the annual school budget." This language refers to the school building budget, not the district budget.

"Review" means that the council and the principal read through documents that describe the budget in order to understand the implications for items in the school improvement plan that will be developed by the council. In many communities, the school budget is prepared by mid-year in order to allow for negotiation with other municipal agencies, i.e., finance committee, city council, and town meetings. Therefore, a council's review of the budget enables it to predict better which

	<p>improvement projects that require funding could be implemented in the next school year under a budget constructed in the previous fall. Also, in school districts that encourage building-based budget planning, a school's improvement plan objectives developed in any given year can guide the development of the school's budget in the next year. In these cases, the council's review of the budget helps implement the previous year's school improvement plan.”</p> <p>http://www.doe.mass.edu/lawsregs/advisory/schoolcouncils/part2d.html</p>
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School Council Goals/Guided Question(s).	<p>Guiding Question(s):</p> <p><i>How do we continue enhancing our students' social-emotional and academic experiences?</i></p>
Today's TOPIC	<p>As we deepen our partnerships with families, when we host family events, we want families to leave knowing more about what their child should know or be able to do at that grade/age level. Families leave school events knowing how to help with specific learning goals at home, and they share learning strategies and knowledge about their children.</p> <p style="text-align: center;"><input type="checkbox"/> School Improvement Plan 2023-2025</p>
Members Present:	<p>Staff: Genteen, Justin Cravens, Sarah Rosenberg, Jennifer Martin Parents: Philemine Clercidor, Moje Crigler, John Mussman, Alexandria Victoria Long Family Liaison: Kristen Emaek Community Partner: Guests/Observers:</p>
Task Manager:	Name: Sarah Rosenberg
Note Keeper: Notecatcher BELOW	Name: Justin & Jen

Tools/Resources
<ul style="list-style-type: none"> ● District Priorities CPS District Plan ● Role of School Site Council: DOE Mass EDU ● C'Port MTSS Overview Framework ● CPS School Council Training Slides ● CPS School Council Handbook ● DRAFT C'Port Priorities ● C'Port School Improvement Plan C'Port DRAFT SIP 2023-2025 ● MAEC Equity Audit Self-Assessment: School Equity Site Council Sections Criteria for an Equitable School

- School Policy
- Assessing Community Needs
- School Organization/Administration
- Staff 5.3 - 5.12

Date		
Time	Facilitator	Agenda Topic/Item
4:45 pm	Genteen	<ul style="list-style-type: none"> <input checked="" type="checkbox"/> Welcome and Introductions <input checked="" type="checkbox"/> Review Norms <input checked="" type="checkbox"/> Review of Agenda, including reviewing Tools/Resources Section. <input checked="" type="checkbox"/> Review and accept minutes from the last meeting <input checked="" type="checkbox"/> Updates and Comments from School Council Members <p>Our Work for This School Year</p> <ul style="list-style-type: none"> <input type="checkbox"/> Review Family Handbook <input type="checkbox"/> Monitor our School Improvement Plan <input type="checkbox"/> Review the upcoming school year budget <input type="checkbox"/> Strengthening school and parent partnerships <input type="checkbox"/> Other:
5:30 pm	Members	<p>School Council Elections</p> <p>WELCOME NEW MEMBERS</p> <ul style="list-style-type: none"> <input checked="" type="checkbox"/> CPS School Council Training Slides <input type="checkbox"/> CPS School Council Handbook <input checked="" type="checkbox"/> Parent Honorarium Payment Forms <p>Celebrate: Family Handbook</p> <p>C'Port Family Handbook</p>
6:15 pm	Genteen	<p>Review Cambridgeport School Improvement Plan Monitoring June 2024</p> <p>C'Port School Improvement Plan C'Port SIP 2023-2025</p> <p>Review Cambridgeport School Improvement Plan Monitoring September 2024</p> <p>SMARTIE Goal - Key Areas of Need to Address: Our ELA MCAS 2023 data shows that 24% of African American/Black students are meeting or exceeding expectations. By 2025 We aim for at least 60% of African-American students to meet or exceed standards on the MCAS. June ELA MCAS 2024 was 14%</p>

		<p>Our Math MCAS 2023 data shows that 50% of African American/Black students are meeting or exceeding expectations. By June 2025</p> <p>SMARTIE Goal We aim for at least 70% of African-American students to meet or exceed standards on the MCAS. June MCAS Math 2024 was 28%</p>
		<p style="text-align: right;">Absenteeism</p> <p>Based on the fact that our chronic absenteeism rate was 18% (47 out of 263 students) for the 23-24 school year, our goal is to decrease chronic absenteeism to 10% (26 out of 263 students) or lower. Additionally, by the end of the year, our goal is to have an average daily attendance rate of 95% or higher for the 24-25 school year.</p> <p>State Target of 8.8 for 2025 2023 was 11.4 2024 was 12.1 with a (10.1 Target)</p> <p><input type="checkbox"/> C'Port School Improvement Plan C'Port SIP 2023-2025</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> IELT September 2024</p> <p><input type="checkbox"/> MCAS 2024 Results</p>
6:30 pm	Guests	Open Comment
6:45 pm	THANK YOU SO MUCH	<p>Meeting Dates C'Port School Site Council 4:45 pm - 6:45 pm</p> <p>Link to Leadership Team Meetings</p> <p>Thursday Sept 26th, Thursday, Oct 24th, Wednesday Nov 20th, Thursday Jan 23rd, Wednesday Feb 12th, Thursday, March 27th, Wednesday April 16th, Tuesday May 22nd, June TBD</p>

September Notes: (Official Minutes)	
Note Taker	Justin
<p>A quorum of the Cambridgeport School Council being present, the Co-Chair called the meeting to order at 4:45 pm and read the call of the meeting.</p> <p>The meeting proceeded with a roll call of attendance</p>	
Note Catcher Genteen explained that SEC positions needed to be voted on and the need for more parent	

participation.

Jen had an idea about printing hard copies of the school handbook for families to take home on curriculum night.

Looked at data from MCAS '24 and attendance data- we are further from meeting our goals than we were last year.

John had wonderings about the number of students represented by the data.

Blair wondered about the factors that may have contributed to the lower scores in this data.

Jen wondered if we are staying true to making attainable goals if we are falling this far short of them. Looking back at the previous data, the goal matched though we still fell short of meeting it.

Genteen reaffirmed her belief that we need to be setting goals that are above what we accomplished the previous year.

Blair wondered if our school could do more to help parents understand how to support their children at home.

Genteen explained some of the ways we have worked to engage better with parents.

Justin wondered if the data indicated that students who had improved 2 years ago then declined this year. Could we have made a change to how these students are educated in the last year that contributed to their decline?

John wondered if looping is a subject we will talk about in school council.

October Notes: (Official Minutes)

Note Taker

A quorum of the Cambridgeport School Council being present, the Co-Chair called the meeting to order at 4:45 pm and read the call of the meeting.

The meeting proceeded with a roll call of attendance

Genteen made it clear that families who need translation services can have those at our SEC meetings.

Norms are adopted by SEC @512

Notes from September are read and approved @522

Street Data, is a recommended book from council member John Mussman. The premise is thinking about what types of data are most helpful in guiding equity in schools?

Genteen explained how our datawise swoosh works and how it related to root cause analysis and how this feeds into our work on the SIP.

Alexandria: Could we have the students take a survey about how they're absorbing what's taught(what they struggle with) then compare their survey results to our academic results.

Jen: We just finished a survey of students in the SEL realm (Wayfinder) that gave us data about how they're feeling about themselves and their role as students.

School Council training slideshow @540,

Question about school budget and clarification that the overall percentage for teacher salary is stated, but not per individual staff, grade or subject @555

Clarification about SEC members receive two separate payments in the fall and spring to make the complete stipend @614

Genteen went over the "big picture" school improvement plan @6:16

Review of our current work toward our goals in the SIP: attendance team

John asked about whether our assessments like I ready or teacher input let us know to expect the MCAS results from last year.

Next meeting November, 20th.

Note Catcher

Justin & Jen
