

Local Control Accountability Plan Committee Meeting (LCAP) Minutes

Woodland Joint Unified School District
 English Learner Services Department
 435 Sixth Street, Woodland, CA 95695
 (530)406-3173

Date: 3/11/2019 Time: 6:03 p.m. – 7:30 p.m. No. of Attendees: Parents, 0 Principals, and 4 District Personnel

SUMMARY OF DISCUSSION / ACTION

Topic: Welcome and Introductions, Update of CA System of Support, Review SPSA Process and Timeline, LCAP Needs Assessment, Fishbone Activity	By Whom:
<p>I. Meeting called to order: <u>6:03 PM</u></p> <p>II. Attendance: Elodia Ortega-Lampkin – Assistant Superintendent of Educational Services Christina Lambie – Executive Director of Teaching and Learning Barbara Herms – Director of Elementary Education Jacob Holt – Director of Secondary Education Danielle Sharp – Coordinator for State & Federal Programs Mariza Carson - Teacher at Tafoya Elementary Magalean Martin - AAPAC representative JJ Miller II – CSEA Representative and Warehouse Specialist at Food Services Stephanie Miller – Parent of students at Zamora Lori Ross – Parent of a student at PHS Hilda Hernandez - Parent of a student at Freeman Diane Duncan - Psychologist for Woodland Joint Unified School District Heather Schuchardt - Parent of a student at Maxwell Bibiana Garcia - DELAC representative and parent of Beamer and Douglass Susan Griffin-McCormick - Parent of a student at Lee Middle School Catalina Ruiz - Administrative Secretary, Ed. Service (notetaker)</p> <p>III. <u>New Business / New Topics:</u></p> <ol style="list-style-type: none"> 1. <u>Welcome and Introductions:</u> Attendees took a turn introducing themselves to the group. 2. <u>Update on California’s System of Support:</u> <ol style="list-style-type: none"> a. <u>Review School Plan Process and timeline:</u> Mrs. Lambie shared a powerpoint with the group, see attached. Next District support meeting with Yolo County Office of Education (YCOE) is on Wednesday, March 13th, where the District team will work with YCOE to review the LCAP. Mrs. Lambie explained there are changes to the template of the student site plans. She reviewed the handout listing the LCAP Annual Process Meeting Dates and Topics with the group. PQ: Who approves the School Site Plans (SPSA)? Mrs. Lambie responded that the School Board approves the SPSAs. PQ: The School Site Council has been a stakeholder and used to review the SPSA, will they continue to do so with the new process? Mrs. Lambie 	<p>Christina Lambie - Executive Director, Educational Services</p> <p>Christina Lambie - Executive Director</p>

PQ - Public Question
PC - Public Comment

Local Control Accountability Plan Committee Meeting (LCAP) Minutes

Woodland Joint Unified School District
English Learner Services Department
435 Sixth Street, Woodland, CA 95695
(530)406-3173

responded yes, this has not changed. **PQ:** To confirm the data being used is from prior years, and it is used to set up our dashboard, which is what we are basing our needs on. Mrs. Lambie responded: Yes that is correct we use prior year data to determine the needs that need to be focused on. She explained there is a change to the SPSA template this year the SPCA will look more like the LCAP. The District has formed teams that are meeting with school sites to discuss school needs and assist in developing the SPSAs. **PQ:** How is this being received by the schools? Mrs. Lambie responded the feedback from school teams has been really good. They like that individual school needs are being discussed and are the focal point. They like that we can identify focused needs. Mrs. Lampkin added that the District anticipates there will be some growing pains with change to the process. **PC:** The new SPSA plan and process will require schools to identify their needs, create actions based on those needs then explain how funding budgeted was actually spent to meet those needs. Mrs. Lambie responded: Yes, that is correct. This will be the new SPSA process. We are setting up a baseline this year. **PQ:** School sites will have to identify the individual group needs and set up an action to meet the need, targeted to each groups need. Mrs. Lambie responded: Yes, this will help us focus on group or subgroup needs. Goals will be set, and some may not be met, but then we know what is needed to get reach the goal. **PC:** Will there be more Administrators needed? If you are holding sites accountable, it seems that you will need additional people to ensure everything is being done. Mrs. Lambie responded: No, we have the personnel to oversee the process. We have a system in place to give us all the information we will need to monitor. The monitoring is something we should have been doing all along. We should always hold sites accountable for meeting the needs for the student groups. The new template will make this easier to do and sets a process so we are all on the same page. **PQ:** How many goals are you expecting in each SPSA? Mrs. Lambie responded: They will have the same goals that are in our LCAP, each Goal will have a few metrics.

3. LCAP needs assessment:

- a. Fishbone Activity: Christina asked the group to do a fishbone activity together of root cause analysis. A Fishbone is a structured brainstorming tool using categories to explore root causes for an undesirable effect. First, identify the undesirable effect/problem. Then identify what are the causes of this problem? Categorize the causes. Then look at the causes, what can you change?

Christina Lambie -
Executive Director,
Educational Services

Local Control Accountability Plan Committee Meeting (LCAP) Minutes

Woodland Joint Unified School District
English Learner Services Department
435 Sixth Street, Woodland, CA 95695
(530)406-3173

The group looked at the WJUSD Dashboard and chose to analyze the Math data. The group worked on a Fishbone together reviewing the data provided on our dashboard. The group was asked to think about their experience with math in our school district and come up with a cause as to why they think we have low achieving groups. The group was asked to write the cause on a post it note and stick it to the fishbone on the whiteboard.

PC: In looking at all the causes listed, it makes me ask are we giving the correct support to our teachers to be able to overcome all these hurdles. **PC:** As a teacher in the group, we look for ways to assist kids based on all the needs. **PC:** We also need to keep into account that subgroups such as Foster Youth and Homeless who have huge hurdles before they even get to school. Mrs. Lambie explained that when the teams do this activity at the school sites they focus on site needs so this information is targeted to their issues and try to find solutions for them. Mrs. Lambie thanked the group for doing this activity with us; it is helpful to get various perspectives on this topic. We will send out this Fishbone doc out along with the minutes. **PC:** students with disabilities perform lower, are we expecting these students to be proficient on SBAC? Mrs. Lambie responded: We do not give the SBAC test to Severely Disabled students, but we do give the SBAC to our Moderate Disabilities students they must take the same test as all students. Although their cognitive level is low performing, we give them the same test. One of the barriers for WJUSD is that too many of these students are not taking the SBAC test and we do not have sufficient data for the dashboard.

Mrs. Lampkin shared that at the March 28th Board meeting Ed. Services will be presenting an update to the Board about math. They will present data, needs and next steps. She shared that in recent years the district has not been using a pacing guide for math. Teachers are not all teaching the same pace, this will be changing. Our Directors have been working with site administrators on looking into why math is an issue at their sites.

IV. Review Calendar: The next meeting will be **April 15, 2019** at 6pm in the Grafton A Room and childcare in Grafton B.

V. Adjournment: The meeting was adjourned at 7:30 pm