

School Family & Community Council
September 13, 2022


Meeting Minutes

SIGN IN:

Zafar Shah, Jenna Lingsch, Katy Chib, Molly Mara, Lizzie Bellinger, Bethany Jacobs, Megan Wysong, Jane Richardson, Alissa Burkholder Murphy, Tahilin Sanchez Karver, Michael Johnson, Tavian Cardwell, Danielle Shapiro, Heather Owens, Carrie DeLeon, Kata Kane, Toja Okoh, Tyrone Crosby, Jocelyn Casser, Cindy Herrera, Emily Herstein, Amalie Ward, Dionne Mitchell,
Chantial Featherstone, Lindsay Folkmann, Molly Allen, Keisha Samuel, Heidi Good, Melissa Weinberg, Walter Alston, Charlie Hubbard, Mike Pinkin, Tanisha Sheppard, Sara Long,

I. Introduction to SFC Council

- “SFC” name is changed this year to align with School Board guidance. Name is officially School Family and Community Council.
- SFC Council will continue to use co-chair model. Zafar Shah (7th grade rep) and Bethany Jacobs (Assistant Principal) are the co-chairs for AY 22-23.
- Zafar spoke about the mission and framework of the Council, highlighted the school district’s mandate for the inclusive participation in advancing school policies and planning. Zafar also shared a graphic created by the school district that shows the differences between SFCC and the PTO:



SFC Council vs. School-Based Affinity Groups

SFC Council	Organized Parent Groups /PTA	Student Groups
All stakeholders	Parents and Family Members	Student Groups
No membership Dues	Members pay dues (optional)	No membership dues
Aligned to Board/District Policy & Priorities	Aligned to Board/District Policy & Priorities	Aligned to Board/District Policy & Priorities
Focus areas: Schoolwide Planning Student Achievement Culture & Climate Family Engagement Partnerships & Volunteers	Focus areas: Parent Engagement & Advocacy Fundraising & Event Planning Volunteering School Support/Parent-Led Activities	Focus areas: Student Voice & Advocacy Youth Engagement Activities Student Government/Association Procedures
Documentation and Progress Monitoring	Optional	Optional

II. Participants & Election

Each grade should have 2 representatives. For those grades with only one representative, the grade rep should report on behalf of all classrooms. Ms. Jacobs will reach out to faculty about

interest in joining SFCC in an official capacity. She noted that Ms. Long is not permitted to be on the council.¹

ELECTION OF REPRESENTATIVES

Elected in June 2022 and carrying over to AY 22-23

7th Grade: Zafar Shah

4th Grade: Tavian Cardwell

3rd Grade: Tahilin Sanchez Karver

2nd Grade: Jenna Lingsch, Katy Chib

1st Grade: Toja Okoh

Kindergarten: Molly Allen

Community: Amalie Ward

Nominated and elected without opposition at Sept 13 2022 meeting

8th Grade: Maria Montoya

5th Grade: Carrie DeLeon

3rd Grade: Megan Wysong

Kindergarten: Walter Alston

Pre-K: Jane Richardson

III. Proposals/New Business:

Proposal A. Add ESOL, SpEd, out-of-catchment reps to SFC Council. This was moved and adopted without opposition.

Proposal B. Create non-voting participants in committee

¹ Baltimore City Public Schools Administrative Regulation, KCA-RA, states the following as to minimum composition of the SFC Council, at section I.F:

The SFC Council represents core stakeholders in each school. At a minimum, the SFC Council must include the members as described below. Staff is elected through a process open to all school staff at the school.

1. Membership

- a. Chairperson(s);
- b. Principal or designee;
- c. Baltimore Teachers Union (BTU) representative;
- d. Two (2) teachers;
- e. Two (2) Student Support Providers (SST chair, mental health provider, social worker, school psychologist);
- f. Two (2) classified staff (Secretaries, custodians, cafeteria workers, school police);
- g. One (1) paraprofessional (ESOL, EL, etc. if applicable);
- h. Three (3) parents – elected through a process convened by the organized parent group and open to all parents;
- i. Two (2) representatives from a Community Partner – selected by the SFC Council; and
- j. Two (2) students – for high schools and middle schools and one (1) for elementary schools

1. Purpose: to build capacity of committees' work
2. Non-voting means that participants contribute substantively to committee work, but when committee decision points are presented to Council, Council representatives vote on those decisions.
3. This was moved and adopted without opposition.

Proposal C. Introduce monthly standing committee meetings, calendared between monthly Council meeting dates. This was moved and adopted without opposition.

Proposal D. Pare down Attendance, Culture & Climate, Student Achievement to one committee for year, in recognition of workload of both Family & Community Engagement and Facilities Committees. The consolidated committee will incorporate the objectives of the three committees. This was moved and adopted without opposition. The consolidated committee will be named Culture and Achievement Committee.

IV. Introduction to Committees & Assignments

Molly Allen presented a breakdown of proposed objectives for each committee:

A. Attendance:

1. Create survey to assess student retention.
2. Bussing and transportation issues.
3. Extracurriculars & accessibility.
 - Heather Owens expressed interest in participating in this committee

B. Culture & Climate:

1. Identify and address cultural inclusion and accessibility issues.
2. Assess anonymous discipline data and feedback on restorative practices.

C. Facilities:

Chairs: Toja Okoh toja.okoh@gmail.com

Molly Allen mollymckayallen@gmail.com

1. Attend future meetings w/ BCPSS for updates on the building project and share with families and community.
2. Assess the additional outdoor spaces (behind building, above playground, and front gardens) for possibly including in the rehab.
3. Plan for 80 seat outdoor tables above playground area. Move picnic tables from behind school.
4. Discuss plan for shuttling kids to playground from lower building this year.
5. Discuss alternative after-care situations on heat closure days.
6. Look at traffic, drop-off zones, and one way periods for next year.
7. Discuss playground, cafeteria, and gym schedules with principal.

Playground sub-committee:

1. Apply for grants from list of possible programs
 2. Liaison with BCPSS about amount of funding they can provide
 3. Consult with Design and Construction sub-committee on playground design and features
 4. Discuss possible fundraising ideas.
- Heidi Good; Heather Owens; Mike Pinkin; Lizzie Cavanaugh Bellinger; Adrienne Garwood; Allison Berkheimer; Bethany Magliacane; Michael Rosenblum; have expressed interest in joining this sub-committee.

D. Student Achievement:

1. Assess academic outcome metrics.
2. Look at and compare advanced academics programs. -Work to promote MWS programs.

E. Family & Community Engagement:

1. Volunteering: outreach to families for volunteer opportunities and match volunteers to needs in the school.
2. Communication improvements, updating and maintaining website and social media.
 - Kata Kane expressed interest in joining.

V. Committee Reports, Discussions, Goal-setting

A. Facilities (reported by Jenna Lingsch)

MWS SFC Facilities Committee

Design and Construction Sub-Committee presented a list of questions to BCPSS following the Aug 15 2022 public meeting in which the district announced its plan to install a modular building for grades 6-8.

1. *To better understand the prefab project, we request BCPSS to provide the following:*

- a. *A site plan drawn to scale*

BCPSS response: The design and construction team can work with the architect to prepare a site plan

- b. *Interior renderings (entry vestibule, classrooms, labs, restrooms, offices)*

BCPSS response: The design and construction team can work with the architect to provide samples of images of the interior spaces

- c. *Milestone Project Schedule*

BCPSS response: The design and construction team can prepare an estimated project schedule

d. Options for customization within current budget and schedule

BCPSS response: Due to the time frame for submission and cost limitations, additional customizations are not being considered for this project.

2. To make for a successful partnership with the community, what is the critical feedback BCPSS is hoping to receive from the community before the prefab building is purchased on 9/15? Feedback on the overall design of the structure? Facade material?

BCPSS response: City Schools is requesting feedback from the Mt. Washington community pertaining to the pre-fab elevation, the exterior façade, or the overall design of the pre-fabricated building. As we coordinate efforts with DOT, feedback for traffic calming measures can also be assessed for this project.

The pre-fabricated building is the first of its kind for the district, feedback on the overall building design would aid the district in long-term decisions on modular structures throughout the city.

3. We request to organize a monthly or quarterly meeting with BCPSS to share updates and progress on this project with the community. What is the best way to do that? Should we coordinate directly with Amnastee Graves, Community Engagement Specialist?

BCPSS response: General update meetings for the community will be scheduled approximately every eight weeks. In between the general update meetings, smaller meetings with interested community members may be held for to work on specific topics such as traffic review, the playground, etc. Amnastee' Graves will continue to be the point of contact for the community.

4. Will Modular Genius be the primary contract holder for all the work associated with the project or will a General Contractor be managing the project? If a GC is involved can BCPSS share the name of the firm?

BCPSS response: City Schools has a requirements contract (i.e., on-call contract) with Modular Genius to perform the services of designing, constructing and installing a pre-fabricated building s. More specifically, under a single contract, Modular Genius will provide and install the pre-fabricated building.

5. *The Mount Washington School SFC and PTO look forward to working with BCPSS to provide an updated playground for our school community, we will follow up with a separate list of questions related to this issue.*

BCPSS response: We look forward to receiving your follow up questions.

Questions/Discussions

Q: Site assessment? A: BCPSS did do a site assessment, which the Facilities subcommittee is condensing in order to post publicly

Q: How will entry impact the current design?

Q: Is there any other school in the district that has this design? If not, is there an example of these pre-fabs that have been used for other districts

A: No; this might be a model for how to address immediate, dire conditions in a scalable way. In the community meeting, BCPSS referenced other pre-fabs but we could do more research; the modular was developed site-specific by a neighborhood architect.

A. Modulargenius.com has a page dedicated to their buildings for MCPS

Q: Do schools need to get city planning or CHAP approval since it's a historic district?

A: Yes (Jenna)

Q: Have the kids contributed their ideas for a playground?

A: This will be brought up in 1st playground committee meeting.

Q: Has the committee asked BCPSS for a long-term plan?

A: Yes; they have encouraged us to help them in getting money "back" from the state and in pushing forward monies from the Kirwin Commission

Q: Any more information for the 7100 space?

A: BCPSS did respond; Ms. Jacobs will forward to Tavian 9/14/22

IV. Action Items

A. Facilities:

1. Procure district presentations and other documents relating to Facilities Committee and post them onto public platforms
2. Plan to receive schedule from BCPSS in mid-October in order to discuss for next meeting

B. Family & Community Engagement

1. PTO (Kata Kane)/Mike Addabbo (SFCC)/Ms. Jacobs working on overhauling website
2. Kata Kane & Katy Chib to collaborate on social media: will echo content of website, encourage discussion and use the platforms to procure volunteers.
3. FCE will continue to prioritize language access in our communications and ensuring that language is not a barrier to participation in SFCC.

4. Bloomz goal: SFCC co-chairs will collaborate to set up how-to webinar for SFCC reps and at-large users of Bloomz re: effectively, efficiently using announcement, calendar, and messaging functions on Bloomz.
5. Q: was it a conscious decision to disable commenting on Bloomz?
A (Sara Long): overall purpose of Bloomz is to serve as a newsletter-like communication; the legal department has advised BCPSS schools turn off notifications on social media platforms
Q (Mike Pinkin): is there a way to “ungate” within smaller groups?
A: (Sara Long): you can send a message to any admin or teacher aligned with the class
Goal: a way to systematically collect feedback from parents (perhaps have a feedback space within the website?)
Concern (Molly Allen): Bloomz is the only way some members of the MWS community can request support (e.g., Spanish-speaking only parent reached out on Bloomz asking for food assistance last year and received no response from the school)
C. All Committees: establish lead representatives for each committee, set calendar dates for each committee’s meetings
D. The Engagement Office at BCPSS can support capacity-building efforts, including language interpretation support:
 - A. Ms. Long will send Zafar contact info for Engagement Office.
 - B. There will be an interpreter available in every future meeting.
 - E. Zafar will reach out to all signed-in participants of tonight’s meeting to connect them to committee work.