



**Community Outreach Committee
Minutes
February 14, 2019**

Those in attendance:

Sandra Rodriguez	Bilingual Facilitator, Maple
Frida Martinez	Bilingual Facilitator, Madroña
Villalobos, Jaime	Bilingual Facilitator, TOHS
Lerette, Rosana	Bilingual Facilitator, WHS
Brohier, Barbara	Counselor, Redwood
Kelly Meador	Counselor, Sequoia
Catherine Kanney	Counselor, CVHS
Rik Napora	Counselor, NPHS
Kelly Ross	Counselor, TOHS
Elizabeth Alamilla	Outreach, Walnut
Lilya Flores	Outreach, Ladera, Weathersfield, Conejo
Ana Alvarez	Outreach, Coordinator
Molina, Alma	Outreach
Dr. Deborah Martinez	Coordinator, English Learner Services
Karen O'Mullan	Language and Literacy Support Teacher
Josie Valdovinos	Secretary, English Learner Services

Welcome:

- Dr. Martinez welcomed committee members and guest speakers.
- Dr. Martinez introduced:
 - Student profile half sheet group exercise. Members shared findings. Exercise used to show the information that can be extracted from using the student profile and what additional information is needed to support English Learner students, especially when making decisions on placement.

LCAP Goals & Superintendent Green Print Plan: Dr. Martinez

- Review of LCAP Goals

Guest Speaker:

Dr. Deborah Martinez, Ellevation:

Counselors can request an Ellevation shortcut for their desktop by creating a helpdesk ticket. Overview of Ellevation and how to create student lists. Reviewed the reclassification portal and how to access it. The Progress Towards Reclassification can be selected from the View drop down menu. Green highlights indicate student achieved progress in those areas. Committee members also received overview of the reclassification chart.

Guest Speaker:

Ana Alvarez, Outreach Coordinator, Conejo Valley Unified School District and Outreach assistants Lilia Godinez Flores and Alma Molina.

The outreach program bridges the gap between school, families and community. Some challenges that low socio-economic students face include language, academic diversity, low school readiness, poverty, and lack of parental involvement. Low parent involvement could be due to work, transportation, and/or childcare challenges. The outreach program offers the following services: Parent Education through guest speakers where community members share their life experiences, literacy programs, reading and writing workshops, La SALA where professionals in the community are invited to share their knowledge. Parenting classes, adult literacy classes, adult math classes, parent sewing class, mother's spa day (for mothers with perfect attendance in ESL classes). There are also science workshops for parents and children, and computer workshops. The outreach program also offers Parent Conferences to help empower parents. Video shown highlighting the 5th outreach conference titled "Conquering Frontiers" that offered workshops of French, Portuguese, international student forum, Chinese, English as a Second language, and ASL.

Park Oaks and Conejo Tutoring Centers are also part of the outreach program. Tutoring is offered for elementary students during childcare time as well as educational enrichment activities while parents attend guest speaker led meetings, ESL Classes, and adult literacy classes. Sandwiches and snacks are provided for students through District funding. Slideshow presented highlighted childcare tutoring sessions and 3rd grade science lab at Park Oaks where every Jr. Scientist receives a lab coat. At Conejo 2nd and 3rd graders play Math games. The only cost to parents is their commitment to attend every Wednesday.

The outreach program also offers summer camps such as Go-Girls Summer Camp (STEAM) where parents are also required to do one science experiment with their child at pick up. Find my Genius Summer camp is also open to the whole district. Summer tutoring program is offered and requires parent participation. Summer sports camps are also available.

Lilia Flores is an Outreach Assistant and she was the first to attend college in her family. Her parents never asked about her grades or school. When Lilia asked her mother why this was so her mother shared that it was because she was afraid, because she didn't know how to help Lilia. Lilia has a Bachelor's degree in business and her husband is an engineer. She strongly believes in the outreach program and in empowering parents. She presented a video titled Parent outreach program behind the scenes.

Bringing parents to school and keeping them motivated aids in success. Increasing parent participation takes making phone calls, tracking parent phone calls, handing out flyers and sending personal invitations as well as invitations through social media. It also requires taking time to listen to and provide guidance.

Alma Molina works with the Outreach Program as well and provides math assistance. She came to this country 8 years ago. She began by volunteering with Ana four years ago. She tries to set an example for her children and is grateful for this program that aided in strengthening her confidence in herself and the help that she can provide to her children. She believes that this program provides a level of protection and safety for most parents.

Elevation presentation continued by Karen O'Mullan:

Overview of creating and saving different student lists. The "Filter" allows you to indicate which students you want to look at. The "Field" allows you to choose what information you want to see about these students. Worked on how to create an RFEP student list. Click Students>Student List> click Filter> select grade levels then click add. Add EL status by clicking on RFEP. On Fields: you can select and drag or delete fields that you do not need then click apply changes. Time was offered for members to access elevation.

Adjourn:

- Meeting adjourned at 10:22 am.

Next Meeting:

- Date: March 27, 2019
- Location: District Office, Conference Room B2
- 8:30 – 10:30