



# Urban Montessori Charter School

## Academic Oversight Committee Regular Meeting

Amended on October 20, 2021 at 8:29 PM PDT

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### Date and Time

Tuesday November 9, 2021 at 3:45 PM PST

### Location

The committee will meet at school 4551 Steele Street, Oakland, CA 94611.

The public may comment and participate [via Zoom](#) if they prefer. The public may also email comments to [janf@urbanmontessori.org](mailto:janf@urbanmontessori.org) to be shared during the meeting.

Meeting ID: 510 290 4005, and passcode 510 290 4005

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Meeting ID: 510 290 4005

Find your local number: <https://us02web.zoom.us/j/5102904005>

Additional teleconference location: 5701 Oak Grove Ave, Oakland, CA 94618

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Members: Jan Faraguna (chair), Greg Klein

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## Agenda

	Purpose	Presenter	Time
<b>I. Opening Items</b>			<b>3:45 PM</b>
A. Call the Meeting to Order		Jan Faraguna	1 m
B. Record Attendance		Greg Klein	1 m
C. Approve Minutes from Prior Meeting	Approve Minutes	Greg Klein	1 m
Approve minutes for Academic Oversight Committee Regular Meeting on October 12, 2021			
D. Vote on updated Committee Calendar and Meeting Time	Vote	Greg Klein	1 m
<b>II. Academic Oversight</b>			<b>3:49 PM</b>
A. Instructional Updates	Discuss	Daniel Bissonnette	30 m
<ul style="list-style-type: none"> <li>• Review attendance and assessment data</li> <li>• Updates on key initiatives (e.g., coaching, Nautilus)</li> <li>• Updates on Schoolwide Goals / Indicators / Dashboard</li> </ul>			
<b>III. Closed Session</b>			<b>4:19 PM</b>
A. Closed Session Items	Discuss	Jan Faraguna	15 m
Public Employee Performance Evaluation - Head of School			
"Closed Session" is always agendized ahead of time as a "Discuss" item. If any votes are taken during any Closed Session, those are reported out publicly upon return to Open Session.			
<b>IV. Return to Open Session</b>			<b>4:34 PM</b>
A. Report out of any closed session action(s)	Vote	Jan Faraguna	1 m
"Return to Open Session" is always agendized ahead of time as a "Vote" item. It is not meant to indicate the the Board <i>shall</i> take an action at this time. If any votes are taken during any Closed Session, those are reported out publicly at this time on the agenda.			

	Purpose	Presenter	Time
<b>V. Closing Items</b>			<b>4:35 PM</b>
A. Topics for next meeting	Discuss	Jan Faraguna	5 m
B. Adjourn Meeting	Discuss	Jan Faraguna	1 m

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# Coversheet

## Approve Minutes from Prior Meeting

**Section:** I. Opening Items  
**Item:** C. Approve Minutes from Prior Meeting  
**Purpose:** Approve Minutes  
**Submitted by:**  
**Related Material:**  
Minutes for Academic Oversight Committee Regular Meeting on October 12, 2021

APPROVED



## Urban Montessori Charter School

### Minutes

#### Academic Oversight Committee Regular Meeting

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##### **Date and Time**

Tuesday October 12, 2021 at 4:15 PM

##### **Location**

The committee will meet at school 4551 Steele Street, Oakland, CA 94611.

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Members: Jan Faraguna (chair), Greg Klein

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### **Committee Members Present**

J. Faraguna (remote)

### **Committee Members Absent**

*None*

### **Guests Present**

D. Bissonnette, G. Klein

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## **I. Opening Items**

### **A. Call the Meeting to Order**

J. Faraguna called a meeting of the Academic Oversight Committee of Urban Montessori Charter School to order on Tuesday Oct 12, 2021 at 4:17 PM.

### **B. Record Attendance**

### **C. Approve Minutes from Prior Meeting**

Motion to approve the minutes from Academic Oversight Committee Regular Meeting on 09-14-21.

J. Faraguna seconded the motion.

Greg made a motion to approve the minutes. BoardOnTrack isn't letting us select Greg's name from the drop-down menu.

Greg also voted to approve.

The committee **VOTED** unanimously to approve the motion.

**Roll Call**

J. Faraguna Aye

**II. Academic Oversight**

**A. Instructional Updates**

Daniel shared that coaching continues weekly. Continuing to fine-tune work and follow-up work systems particularly in Lower Elementary. Daniel reporting the feedback mainly is that new systems are working for the vast majority of staff.

Daniel shared attendance school-wide. (Shared in the documents section of this meeting in BoardOnTrack.) 2% are currently chronically absent overall and not seeing any disproportionality in that data by race.

Regarding DIBELS, about 200 students still need testing data input into the reporting system. Older students focus just on the fluency components, not the letter sounds assessment.

YIPS/YEPS social-emotional screeners are also being administered right now, mostly through 1:1 conferencing.

NWEA MAP is happening in the work period in small groups.

Jan asked what next steps occur as the data comes in. Daniel shared that Ms. Kimberly looks at all of the data as it comes in, prior data, and meets with teachers, she builds reading groups and recommends other supports. Also, in one weekly Lesson Study per month, Ms. Kimberly participates with teachers to provide additional reading expertise.

Regarding School-Wide Goals, an ABAR Leadership Group of staff met with Dr. Rachelle Rogers-Ard at the end of September. Two staff working groups are forming 1) Family support and services; and 2) Literacy - African American Students.

Jan asked about the literacy working group and sourcing additional relevant reading content. Daniel shared that last Spring there were some additional investments and now more general reading material investments are a part of the work coming up. Individual teachers have often sourced strong content, and the work now is creating systems across a Level.

Jan recommended reviewing some of the recordings and resources coming out of the Oakland Literacy Coalition's recent symposium.

Greg asked about the assessments throughout the year, and about ELPAC. Daniel shared that Coach Kelly is finishing fall ELPAC right now.

Jan noted that she needs to meet at 3:45pm in November, and that we don't need a meeting in December, and that in November the committee will agendize and formally approve these updates.

No other public comment or discussion.

### **III. Closed Session**

#### **A. Closed Session Items**

Tabled.

### **IV. Return to Open Session**

#### **A. Report out of any closed session action(s)**

Tabled.

### **V. Closing Items**

#### **A. Topics for next meeting**

#### **B. Adjourn Meeting**

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 5:12 PM.

Respectfully Submitted,  
G. Klein

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### **Documents used during the meeting**

*None*

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