

**Moraga School District
Cultural Proficiency Committee (CPC) Minutes
December 14, 2020 - 3:30-5:00 PM**

Join Zoom Meeting
<https://zoom.us/j/96195956225>

Meetings: ~~September 14, October 26, November 2, *December 14,~~ January 11,
February 22, March 15, April 12, May 10

*Note: The November 16 CPC meeting was rescheduled to December 14.

MINUTES

1. Welcome and Introductions (as needed)
 - a. Welcome community members

MINUTES: Members of the Moraga Valley Kiwanis Club were introduced.

- b. Check Committee representatives

MINUTES: Subcommittee members were verified and there was a request for CPC members not on a subcommittee to contact Bruce if interested in serving on a subcommittee. Additional members are needed to support subcommittee work.

2. Meeting Objectives
 - a. Subcommittee progress reports and next steps
 - b. Contributions from CPC members per reports and next steps

MINUTES: Objectives were reviewed.

3. Subcommittee D Progress Report

- a. Members: [Chair] David Lanuza (dlanuza@moraga.k12.ca.us), Stefanie Galizia (stefanie_galizia@yahoo.com), Aude Gaudio (audedodie21@hotmail.com) and Richard Severy (rsevery@moraga.k12.ca.us); Laura Arvandan (Add address)
 - i. Charge: to review MSD policy, school rules and utilize other resources to recommend student, staff and parent behavioral standards. Include plans for implementation. Present recommendations at the October 26 meeting. Provide progress report at September 14 meeting.
- b. Timelines:
 - i. Present Charge progress report on 9/14 meeting.
 - ii. Present recommendations for specific changes or plans to implement standards at the 10/26 meeting.

MINUTES:

1. David reviewed [Recommendations: CPC Subcommittee D](#) and links within [MSD Website](#); [MSD: Diversity & Inclusion Tab](#); [Board policies re: discrimination](#); [MSD Mission statement](#); [Student Code of Conduct](#); [MSD Employee Code of Conduct](#); ["Behavioral consequences"](#); [MSD Student Pledges: Work in Progress](#); [Pledge alternative](#); [Teacher Anti-Bias Pledge](#)
2. Jennifer will work up a mock site; Add Anti Teacher Racist Initiative to site; [Aude G to be liaison for updates to Jennifer](#); [Add direct link to Mission, Vision and Core Values](#); [Link to be named Diversity and Inclusion](#); [page created and awaits content](#)
3. Regarding mission statement: MSD Mission Statement - Recommend change in *italics* and recommend to MSD Governing Board in February.
 - 3.1. The mission of the Moraga School District is to provide a supportive and challenging academic environment that encourages critical and creative thinking, maximizes individual students' strengths and differences and motivates students to be culturally aware, lifelong learners and responsible citizens. This is accomplished by a dedicated team of educators, parents, community members, and students *in a caring, responsive and safe environment that is free of discrimination and bullying* by a dedicated team of educators, parents, community members, and students.
 - 3.2. [Next steps: Who will prepare and present to the Board the recommended change at the February regular Board meeting?](#)
4. Student Conduct [Student Code of Conduct](#) and include in registration document; and post in classrooms; consider components as part of mural; question about adapting language for younger students; can committee adapt this for younger students
 - 4.1. [Next Steps: Ask Bess/Annette and lower elementary teachers for help to adapt language; who will follow up on posting in classrooms and including in registration documents? When to expect a draft?](#)
 - 4.2. Questions were asked about the conclusion of the document relative to "understanding and agreeing with this document" - answer: to serve as expectations from the district vs. pledges
5. [MSD Student Pledges](#) - lower elementary reviewed by counselor and a few parents and that bullying or bully be deleted; need to name it - for example, adding gender expression, sexual orientation; pledges with parents and teachers to discuss with children/students; because we are not exposing, we are having to deal with some of these issues; ideas - please connect with David or another committee member; use content from 5th-8th in elementary
 - 5.1. [Next Steps - update MSD Student Pledges per feedback](#)
 - 5.2. 5th-8th pledge - students were asked for feedback; need to name each group; also showed Pledge Alternative ([Pledge alternative](#)); some preferred a more succinct version; recommendation to include "disruption"
 - 5.2.1. [Next Steps: when to expect a draft\(s\)](#)

4. Subcommittee A Progress Report

- a. Members: Dianne Furuya-Wong (dwong@moraga.k12.ca.us), [Chair] Stephanie Richards (srichards@moraga.k12.ca.us), Lauren Lee (burwell.lauren@gmail.com), Margaret Coughlan (mcoughlan@moraga.k12.ca.us). Tanja Gubser (tgubser@moraga.k12.ca.us)
 - i. Charge 1: to develop recommendations to select Cultural Proficiency Committee (CPC) plans from 2019-2020 that were postponed/canceled and create an action plan for implementation of none, some or all in 2020-2021. Include plans for

implementation. Present recommendation at November 16 (changed to 12/14/20) meeting. Provide progress reports at September 14 and October 26 meetings.

1. Recommendations and status to date:

- a. Cycle 6 - hold off until students return (21-22)
 - b. Continue professional development and trainings (20-21)
 - i. 20-21 PD/Trainings to Date
 1. The "13th" on 1/4/21
 2. Dr. Watson Trainings
 - a. Racial Equity Introduction: 8/11/20
 - b. Leading for Racial Equity: 10/6, 11/19, 1/19
 - c. Racial Equity Seminar: 10/13, 10/20, 10/30
 - d. Parent Education: 11/12, 1/13, 2/10, 3/10
 - e. Student Equity Seminar: 2/25, 3/18, 4/14
 3. Staff Meeting Equity and D and I Discussions
 - a. All staff meetings (monthly) since September and through May
 4. Museum of Tolerance training (proposal 1/11/21)
 - c. Museum of Tolerance Fish Bowl (20-21)
 - i. By end of 20-21 schools year
 1. Date and communication needed
 - d. Gender Expression (21-22)
 - e. MSD to offer teachers resources
 - i. When? What? Who?
 - ii. Charge 2: to develop recommendations to select Cultural Proficiency Committee (CPC) plans that proved to be successful in prior years. Include plans for implementation. Present recommendation at November 16 (changed to 12/14/20) meeting. Provide progress reports at September 14 and October 26 meetings.
 1. Recommendation: Move forward with One-District One-Book; Complete three Teaching Tolerance days of training - all staff (When? [Aug '21, Oct '21 and Ja '22] What programs? How much? Who is the lead?)
 - iii. Charge 3: to recommend actions for this year and following years and present recommendations to the CPC at the October 26 meeting per the [Anti-Racist Action Plan](#) and consider the following when developing recommendations: Integrate competency focused or driven lessons into classrooms; reinvigorate the CPC and review its processes to ensure it meets its objectives. Include plans for implementation at the October 26 meeting. Provide progress report at September 14 meeting.
 1. Recommendations: Diversity agenda item at all staff meetings; 13th documentary at Jan PD Day (completed); Connecting SEL curriculum with anti-racist work (when, who, how, what?); Use Teaching Tolerance standards (who, when, where are they; when to use?)
- b. Timelines:
- i. Present Charge 1 progress reports on 9/14 and 10/26. Present specific plans and dates to implement recommended 19/20 postponed CPC actions on 11/16 (now 12/14).

- ii. Present Charge 2 progress report on 9/14 and 10/25. Present specific plans and dates to implement recommended 19/20 prior year and successful CPC programs at the 11/16 (now 12/14) meeting.
- iii. Present Charge 3 progress report on 9/14. Present specific plans and dates to implement per the recommendations from [Anti-Racist Action Plan](#).

MINUTES:

1. Timeline presented:

- a. 1/4/21 Staff Development Program “13th” documentary and discussion
 - i. Logistics need attention before Jan 4 - open discussion, reactions, prompts needed, such as how does this impact as us educators; provide resources to teachers; movie is 100 minutes, watching 60 mins the first day, then quiet reflection and then small group discussion; is an inside out model; could ask three questions they are thinking about; need to front load; will teachers be required to watch it?; will there be facilitators; revisit norms used at staff meetings; to Bruce by Wednesday; guides can be used for framing ahead of time
 - b. 1/19/21 Continuation of 1.a. At January/February staff meetings
 - i. [Next steps: Staff meeting - ARTC to plan prompts \(use same from 1/4/21\) and prepare for January 26, 2020](#)
 - c. 1/25/21 MSD One District-One Book program starts (2nd Annual)
 - i. [Next steps: Book proposal is “Blended” by S. Draper - when and how to order and who will do this? Notice to parents and staff? Stephanie and Chris confirm timeline and book and plan communication/roll-out](#)
 - d. Next Staff Development Day - provide Teaching Tolerance training (3 days) - See Subcommittee A
 - i. [Next Steps: Who is taking the lead \(Carolyn Parker and ,,,?\) What is the cost? How much time is needed? What are the training objectives?](#)
 - ii. [Next Steps: Committee to bring Teaching Tolerance recommendations for small group of teachers to attend 2-3 day seminar \(Proposal presented 1/11/21\)](#)
 - e. 2021-2022 Can Dr. Watson work with 4th and 5th grade students after working with 6th-8th in 20-21?
 - i. [Bruce: Dr. Watson is developing curriculum for 4th and 5th for 21-22](#)
2. Idea: Send staff to Museum of Tolerance in 21-22
- a. [Budget needed](#)
 - i. [Next Steps: Who will contact M of T to set up arrangements for 21-22 and when?](#)

5. Subcommittee B Progress Report

- a. Members: Wendell Baler (wendell@able-baker.com), Stefanie Galizia (stefanie_galizia@yahoo.com), [Chair] Chris Reddam (creddam@moraga.k12.ca.us) and
 - i. Charge: to identify initial measures/metrics to publicly show MSD’s CPC progress and present at the September 14 meeting.
- b. Timelines: Present Charge progress reports on 9/14.

MINUTES

1. Chris reviewed links/tabs to progress chart showing a draft version of how the CPC will show progress relative to goals and noted his committee plans to post the chart in February.
 - a. **Next Steps: present updated draft for CPC review and feedback at January meeting and in preparation for February posting; work will continue to be updated as the CPC develops and implements initiatives that will be included in the progress chart. When can begin posting the progress?**
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6. Subcommittee C Progress Report

- a. Members: [Co-Chair] David Lanuza (dlanuza@moraga.k12.ca.us), Linda Lathrop (lindarlathrop@gmail.com), Katriina Touvinen Burgess (tuovinen@gmail.com), [Co-Chair] Chris Reddam (creddam@moraga.k12.ca.us)
 - i. Charge: to evaluate MSD supplemental activities (exs: We the People, Native American Days, Colonial Days, Walk through the Revolution, Walk Through California, clubs, assemblies, PTA sponsored programs, dances, Read-a-Thons, 7th grade Japanese simulation activity, science fairs, concerts, chorus evening programs, field trips, etc.) and events against the District's [Mission, Vision and Core Values](#) and recommend specific changes per program at the January 11, 2021 meeting. Provide progress reports at September 14, October 26, and November 16 (now 12/14) meetings.
 1. **Can the Comm provide a draft plan to review supplemental programs? For example, might there be a document sites use to review plans and the document is shown to the CPC for input?**
- b. Timelines:
 - i. Present Charge progress reports on 9/14, 10/26 and 11/16 (now 12/14) meetings.
 - ii. Present recommendations for specific changes and plans to implement changes with dates per program 1/11/21.

MINUTES

1. The committee previously shared a rubric shared at the CPC's last meeting; subcommittee met last week; they have tested it; subcommittee is meeting this week to select a few teachers to run programs thru rubric for teacher feedback; also this week when subcommittee meets relative to reviewing 400 supplemental programs; had listed Jan Board mtg as when changes would be proposed
 - a. **Next steps: provide feedback on testing the rubric and plans to review/test 400 supplemental programs.**
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7. Subcommittee E Progress Report

- a. Members: Linda Lathrop (lindarlathrop@gmail.com), Wendell Baler (wendell@able-baker.com), Gaby Alvarez (galvarez@moraga.k12.ca.us), [Chair] Bruce Burns (bburns@moraga.k12.ca.us), Kristin Anderson (kanderson@moraga.k12.ca.us).
 - i. Charge: to review AUHSD guidelines for selecting novels (6th-8th) regarding diversity in themes and authors and recommend a reading list for the 20-21 school year. Present recommendations at October 26 meeting. Provide progress report at September 14 meeting.

b. Timelines:

- i. Present Charge progress report on 9/14 meeting.
- ii. Present recommendations for specific book titles and rationale for selection at 10/26 meeting.

MINUTES:

- 1. With support from our Director of C and I , Dr. Carolyn Parker, the JM English department will review titles after winter break; identify those being used at local high schools (so as not to read the same), pair down lists and select books to read, decide who will read what titles, and then discuss the books per rubric of standards, and ultimately recommend addition and or replacements to the existing literature books read at JM by May. Also want to follow up with neighboring districts and Teachers College list
- 2. For 21-22 - have at least two new books per grade level
 - a. Next steps: Review titles by February 15 - Bruce and Carolyn to follow up with English Dept by 2/15/21
 - b. Next steps: Select titles to read by March 15 - Bruce and Carolyn to follow up with English Dept by 3/15/21
 - c. Next steps: Recommend titles after reviewing each via rubric for May 10 CPC meeting

8. Other and Public Comment

MINUTES:

- 1. Tanja - Cultivate Thinking student group at Campo; started because of what was not learned in elementary school (diversity, equity and inclusion); this summer started a group and taught lessons (developed lesson and slides); she/Campo student presented to Tanja's students - difference between race, ethnicity and nationality; student has a series of four lessons; need to move idea to a committee for review and consideration
- 2. Laura A - Why website tab does not include E for Equity - can we fit all three words
- 3. Aude - look at teacher pledge

9. Adjournment
