

## **ORION ALTERNATIVE AND MANDARIN IMMERSION**

### **School Site Council Agenda**

**January 28th 3-4 pm**

**Join Zoom Meeting**

**[https://rcsdk8-net.zoom.us/j/3081105609?  
pwd=QmE1UTlrSUpPcnQ4S21pQWtHMWpzUT09](https://rcsdk8-net.zoom.us/j/3081105609?pwd=QmE1UTlrSUpPcnQ4S21pQWtHMWpzUT09)**

**Meeting ID: 308 110 5609**

**Passcode: orion1**

#### **Responsibilities of School Site Council:**

Review, modify, and evaluate the annual Single Plan for Student Achievement.

The school has a Mandarin Immersion program offering 21st-century learning wherein students become bilingual and bi-literate.

The school offers an Alternative Education Program that meets 21st-century learning. It offers a nurturing learning environment where students develop positive values of self-reliance, initiative, kindness, resourcefulness, courage, creativity, and joy.

#### **AGENDA**

<b>Time</b>	<b>Facilitator</b>	<b>Topic</b>	<b>Description</b>
			<p><b>Review <u>SSC Ground Rules</u></b></p> <p><b>Christina Luke Luna (Co-op Program Parent Representative, Year 2)</b></p> <p><b>Winnie Chen (Principal)</b></p> <p><b>Cathy Schechter (Teacher, Year 2)</b></p> <p><b>Michelle Chen (Teacher)</b></p> <p><i>Elva Wu (Teacher, Support Staff, Year 2)</i></p> <p><i>Shijia Liu (Teacher)</i></p> <p><b>Chenchen Gong (Teacher, Year 2)</b></p>
<b>3:00 pm</b>	<b>Steve</b>	<b>Call to order</b>	<p><b>Steven Jeuck (Co-op Program Parent Representative)</b></p> <p><b>Paul Derby (Co-op Program Parent Representative) <i>Joe Ballou (Co-op Program Alternate)</i></b></p> <p><b>Tracy Lee (MI Program Parent Representative)</b></p> <p><i>Mindy Ye (MI Program Parent Representative)</i></p> <p><b>Tara Charles (MI Program Parent Representative)</b></p> <p><b>Oscar Flores (MI Program Alternate)</b></p>
<b>3:05</b>	<b>Steve</b>	<p><b>Roll call</b></p> <p><b>Introductions</b></p> <p><b>SSC Members, please leave cameras on</b></p>	<p><b>Confirm attendance of representative members</b></p> <p><b>Notetaker: Mindy Ye</b></p> <p><b>Notetaker for the next meeting: Tara Charles</b></p>
<b>3:10</b>	<b>Steve</b>	<b>Announce Agenda &amp; review meeting communities</b>	<b>Approve agenda and meeting minutes from <u>December 16th, 2025</u></b>

3:15	Winnie	Orion School Safety Plan	<ul style="list-style-type: none"> <li>• Preview the <u>Orion School Safety Plan (public)</u> before the SSC meeting</li> <li>• Approve Orion School Safety Plan</li> </ul>
3:20	Winnie	Principal Update - Budget Q & A	<ul style="list-style-type: none"> <li>•</li> <li>•</li> <li>• (Review Only) <u>Update from the RCSD Strategic Resource Alignment committee</u></li> <li>• <a href="https://www.rcsdk8.net/our-programs-and-services/our-superintendent/community-engagement-and-collaboration/rcsd-strategic-resource-alignment/nov-24-2025-committee-meeting-3/scenario-development-preliminary-budget-reduction-options">https://www.rcsdk8.net/our-programs-and-services/our-superintendent/community-engagement-and-collaboration/rcsd-strategic-resource-alignment/nov-24-2025-committee-meeting-3/scenario-development-preliminary-budget-reduction-options</a></li> <li>• (Review Only) <u>Family Responses: District and Orion Annual Need Assessment</u></li> <li>• SY26-27 Orion School Budget Proposal <ul style="list-style-type: none"> <li>◦ Vote to approve the initial Orion school budget</li> </ul> </li> </ul>
3:55	Steve	Open discussion	Guests are welcome to speak and ask questions on agenda items only.
4:00 pm	Steve	Adjournment	Thank you

**Notes:**

**Meeting Setup and Attendance**

**Present:**

- Christina Luke Luna (Co-op Program Parent Representative, Year 2)
- Winnie Chen (Principal)
- Michelle Chen (Teacher)
- *Elva Wu (Teacher, Support Staff, Year 2)*
- *Shijia Liu (Teacher)*

- Chenchen Gong (Teacher, Year 2)
- Steven Jeuck (Co-op Program Parent Representative)
- *Joe Ballou (Co-op Program Alternate)*
- Tracy Lee (MI Program Parent Representative)
- *Mindy Ye (MI Program Parent Representative)*
- Tara Charles (MI Program Parent Representative)
- Oscar Flores (MI Program Alternate)

**Absent:**

- Cathy Schechter (Teacher, Year 2)
- Paul Derby (Co-op Program Parent Representative)

**Approval of Previous Meeting Minutes:**

motion to approve (Tara), seconded (Tracy), approved.

**School Safety Plan Review**

- **Summary**

Principal Winnie discussed the school's safety plan, including staffing changes and emergency protocols. The safety team includes the principal, office manager, school psychologist, and mental health support. The council approved the meeting minutes and discussed communication channels, emphasizing the use of PowerSchool for family updates. Concerns were raised about the instructional continuity plan's blank fields and the need for a comprehensive plan. Joe suggested it would be useful to flesh out or complete the template fields (or at least confirm where the authoritative answers live) so site reviewers and signatories understand the school-specific strategies rather than only district-level guidance. Joe also suggested exploring police preparedness in active shooter scenarios, referencing the Uvalde incident. The meeting concluded with a motion to approve the safety plan.

- **Key Discussion Areas**

Principal Winnie shares the public version of the school site safety plan and mentions the internal version. The safety team includes Principal Winnie, Maribel Elizabeth (office manager), school psychologist, and Tosa (mental health support). The school has a protocol for handling alerts from the computer system about sensitive keywords. The school has received training on how to respond to ICE staff coming on site and will display signs indicating non-public areas.

Mindy asks about the primary communication channel for new-coming families during emergencies. Principal Winnie explains that official messages are sent through Power School, which includes student and parent contact information.

Joe points out blank fields in the instructional continuity plan and suggests they should be filled out.

Joe raises concerns about the readiness of police to respond to active shooter situations, referencing the Uvalde shooting. Principal Winnie confirms that there is no specific training on this scenario but mentions the protocol for reporting active shooters. Joe suggests exploring ways to ensure police preparedness and readiness.

## **Approval of Safety Plan and Budget Discussion**

A motion to approve the safety plan is made and seconded, and the motion is approved.

## **Update from RCSD Strategic Resource Alignment Committee**

- **Summary**

Principal Winnie reported on district-level budget planning, focusing on guest teacher FTE, admin IEP coverage, and the impact of potential cuts. Many details remain unsettled and depend on the parcel tax outcome. SSC members discussed how much of the “cut list” is actually unfilled district positions and emphasized the importance of advocacy.

## **Key Points**

1. **Two unresolved line items**

Guest teacher funding and admin IEP coverage are the only two line items still not finalized at the Strategic Resource Alignment Committee.

Winnie: “These are the two line items that have not been settled at the Budget Committee meeting.”

2. **Principals want both supports**

Dr. Baker asked principals if they would give up either admin IEP coverage or guest teacher support; they declined.

Winnie: “The feedback from all principals is, we want everything.”

3. **Current expectation: 0.5 FTE guest teacher per site**

Each school is slated to receive 0.5 FTE guest teacher.

4. **Site-level impact**

If Orion must pay to cover the guest teacher gap, the cost is estimated around \$60–80K.

5. **Nature of district cuts**

Steve noted that some “cuts” at the district level are vacant positions that haven’t been filled: “A lot of these cuts are just spots they’re not filling and not actually cuts.”

6. **Parcel tax as critical lever**

Steve: “I don’t see a path forward without passing this parcel tax in terms of keeping the existing level of services.”

He encouraged parents to join the parcel tax effort, donate if able, and talk with other families about the stakes.

## **Family Responses: District & Orion Annual Needs Assessment**

## Summary

Survey data from district and site needs assessments showed that families strongly value enrichment programs (music, arts, STEAM) and place very high priority on social-emotional learning and mental health counseling. This feedback directly shaped the site’s proposed use of Prop 28, counseling funds, and instructional support.

- **Key Points**

1. **Enrichment as a clear family priority**

Families “really want to keep basically all enrichment” (music, STEAM, art). Prop 28 prioritizes the STEAM teacher and part of the music program; PTO is asked to fill remaining gaps.

2. **SEL and mental health counseling ranked very high**

One Life Counseling hours were reduced, creating a waiting list. Families frequently ask to extend counseling beyond 6–8 weeks, but the school cannot accommodate this with current funding. Winnie: “The social-emotional learning piece and the mental health counseling... are the two important requests from the families.”

3. **Referrals to external providers**

Students needing longer-term support are referred to One Life’s private practice so families can use health insurance.

4. **Equity-driven policy on enrichment funding**

The district no longer allows site funds to pay for enrichment staff, to avoid inequities between schools with/without strong PTOs. Winnie: “We cannot use school site funding to pay for enrichment, but parents can volunteer.”

## SY26–27 Orion School Budget Proposal & Initial Vote

### Summary

Principal Winnie presented a preliminary budget proposal for SY26–27, built on current-year funding and last year’s enrollment. She explained how each funding stream (Site Supplemental, Measure U, Prop 28, Site Discretionary, PTO, RCMIS) would support key positions and programs: yard duty, enrichment, PBIS, counseling, English reading intervention, and Mandarin Immersion TOSA. The proposal relies heavily on PTO and RCMIS to sustain current staffing. SSC members asked questions and then voted to approve the initial site budget, with the understanding that PTO/RCMIS must separately approve their contributions and that district-level variables (parcel tax, negotiations) may require later adjustments.

- **Key Points**

## 1. Budget basis & lag vs. enrollment

The budget is based on prior-year enrollment; Orion is already serving more students with essentially the same funding.

## 2. Major funding sources

Site Supplemental

Measure U (restricted)

Prop 28 (arts/STEAM; 80% staffing / 20% materials)

Site Discretionary (copy machines, additional yard duty)

PTO & RCMIS (aides, STEAM, MI TOSA, etc.)

## 3. Yard duty as a safety and climate investment

Standard package = 2 yard duties (13 hours), rollover funds allowed 4 yard duties this year

Winnie requested doubling to 26 hours to match ~600 students and noted fewer behavior incidents with more coverage

## 4. Enrichment & PE

Music teacher: 0.2 FTE at Orion (shared across four schools), funded via Prop 28 + PTO

PE Plus: state-mandated PE covered by site funds to free teachers for contract planning time

## 5. PBIS & Student Store

PBIS materials budget is about \$3,000, supplemented by parent donations and creative incentives.

A 3D printer (funded by parents) is used to print rewards for the STAR store.

Tracy noted that the PBIS materials budget had dropped compared to the current year and asked whether this would be a problem. Winnie responded that parent donations and in-house 3D-printed rewards have helped offset costs and keep the student store well-stocked despite the lower line item.

## 6. SEL / counseling & teacher leadership

One Life Counseling: aim to maintain 40 hours of services despite cost pressures. Teachers are paid \$55/hr for after-hours leadership and committee work (MTSS, PBIS, SSC, cultural committees, Maze Days).

Steven asked how the cost of the previous parent workshop series compared to the new Integrated Unit coaching. Winnie noted that the Project Cornerstone series was approximately **\$2,275**, while Integrated Unit coaching was about **\$2,503**, and that combining those funds to strengthen classroom-based support was a better use of limited resources given low workshop attendance.

## 7. Academic intervention positions

English Reading Intervention Teacher (0.9 FTE): district covers part of the cost; PTO is asked to fund an additional portion.

MI TOSA (Elva): previously fully funded by RCMIS, now doing extensive cross-program work (iReady, ELPAC, ELD groups), so Winnie proposes sharing funding between site and RCMIS.

#### **8. Reliance on PTO & RCMIS**

Several key roles (instructional aides, STEAM, part of music, MI TOSA) depend on PTO/RCMIS approval and fundraising.

Without these contributions, multiple supports would need to be reduced.

- **Vote to approve initial budget**

After discussion, SSC members moved and seconded approval of the initial Orion school budget, and all members present signed the document on site.