

## School Site Council Meeting

### Minutes

School Claremont Middle School

Date 9 February 2010

Quorum number in Bylaws 8

Quorum Present Yes (12)

Council Members Present:

Roger Alvarado x

Margit Birge x

Kristofer Brekke x

Aileen Chang x

Kenya Crockett x

Rhonda James x

Chandra Kendrix x

Ron Kriss x

Lacy Lefkowitz x

Kathellen Madden x

Liz Martin

Qaid Aqeel x

Meuy Saechow x

Celeste Allen (Alt.) x

Mike Napolitano (Alt.) x

- I. **Introductions:** Meeting called to order @ 6:39 p.m. Quorum established – 12 members present. Teachers to select/elect new member at next meeting due to Jessie Thaler’s resignation at last meeting. Qaid Aqeel selected/elected classified rep by due to Mr. Lindsay’s resignation at last meeting and Ms Murray’s deference to Mr. Aqeel.
  
- II. **Review Ground Rules and Agenda (6:40 pm):** No changes to agenda.
  
- III. **Review of Minutes (6:43 pm):** Motion by Birge and 2<sup>nd</sup> by Crockett to approve minutes as is. Motion carried by vote of 11 in favor, 0 opposed and 1abstentions @ 6:42 p.m.
  
- IV. **Report on 2010-11 SPCA Critical Practices Plan (6:43 pm):** Principal Crockett provided proposed SPCA plan. Certificated plan completed, working on

classified plan. Questions relating to plan and needing input presented to teachers in December – awaiting response from teachers. Proposed budget amounts for 2010-1 not in yet but 5% cut expected per district with hope of recouping thru grants i.e. district requires 35 SST's to be completed and Claremont is already at that number. 65% truancy reported for 1<sup>st</sup> quarter (through October, 2009). Refer to minutes from December 2, 2009 as these are the same issues for the high rate. Parent portal is up – utilization of AERIES system encouraged – info w/ use instructions went home with report cards. It is presumed that all parents have received the info by now and that those report cards not received will be returned, then followed up by requesting current address/ phone info from child. No recourse for follow up if report card not received by parent or returned to school. Fifteen minutes designated to discuss SPCA – see attached addendum w/ line item breakdown and questions re SPCA.

**V. Budget Review (7:29 pm):** Budget segment presented detailing expenditures for staff salaries. Dispute re numbers for teachers. Another request made for FULL budget including ALL line items and ALL spending. Principal feels it unnecessary to have full budget at each meeting; emphasis by council that full budget has never been presented. **Fifteen minute break @ 7:37 p.m., meeting resumed @ 7:43 p.m.** Principal will provide line by line expenditures totaling 1,442,000 for staffing alone. This amount to be reduced next year by 5% - loss can be offset by more students in chairs. Mr. Aqeel provided ADA information and SART/SARB information. First quarter data rec'd with letter of reprimand. Current ADA rate is 91% (district goal is 94-96%. 11 SART contracts issued so far this year with improvements in attendance; 0 SARB requests thus far.

**VI. Reports from the English and Math Departments: What Worked Last Year (7:51 pm):** \*\*English Dept. report not provided due to absence of Thaler. Math report provided by Chang: Math dept discussed improvement strategies at beginning of year – selected concepts per grade level; incentivized progress; consistent homework grading policies; on time meetings; utilize technology – i.e. projectors, cameras. Differentiation/ flex groupings and improved climate. Meetings run by Chang; less time to dedicate strictly for PLC's ; recently received incentives; coaching has been significant but time management has been more useful. Question asked as to whether motion needed to extend meeting time beyond 8 p.m. No end time has ever been designated in bylaws.

**VII. Fall '09 Benchmark Data (8:03 pm):** 15% jump in ELA in each grade level except 8<sup>th</sup>. Sticking with optimum coaching and striving for more aggressive improvement than district's goal of 15% improvement.

Errors on exam affected math results – wrong answers on score sheet, pacing guides and assessments differ and test questions out of sync with pacing guides. District wide issue and concerns have been brought to the attention of Research and Assessment. Scores should be approximately 45% and still better than last year in spite of district woes. \*\*Mr. Aqeel suggested review of Roberts' Rules of Order (Point of order). Discussion re Peacemakers on campus – principal felt this not the forum to discuss disagreements with Peacemakers, esp with the length of the meetings. Question raised as to whether this should be discussed if not during SSC meeting.

**VIII. March Meeting Date (8:29 pm):** Next meeting to be held Tuesday, March 9, 2010 @ 6:30 p.m. to approximately 8:30 p.m.

**IX. Appreciations/Adjourn (8:30 pm):** Motion moved by Kendrix and 2<sup>nd</sup> by Lacy to adjourn meeting @ 8:31 p.m. Motion carried, and meeting adjourned by unanimous vote: 12 in favor, 0 opposed, and 0 abstenstions @ 8:31 p.m.

**Submitted by Kathellen Madden**

**SSC Meeting 9 February 2010 - Item IV. Addendum A:**

**SPCA Breakdown by Line Item**

**(New Proposals Requiring Use of Categorical Funds)**

# 4. ELA Coach – increase time to 2 days.

~ **Bay Area Writing Project:** Tends to be weak spot, incorporate summer program.

~ **Cooperative Learning Strategies:** One coach.

~ **Art Esteem:** Build upon current program: Different modality, professional development and continued support.

# 5 Conscientious CR – Provide teacher support w/class management. Previously provided through district, which will no longer do so but encourages individual sites to continue services. Provides new teacher support.

# 7 Counselor, Assistant Principal (GP funds) Decision last year not to have counselor due to quality of counselors available, and counselor is needed, but one who is benefit to school and climate.

# 8 Achieve 3000 – Free trial period offered for remainder of school year; if not liked will be removed. Currently working w/ reading, comprehension strategies and next year will offer textbook adoption; includes software and coaching.

AVID – Return to program; new and continuing teachers will attend. Will have to go through application process again due to loss of eligibility and non-utilization last semester and inability to use this semester w/ interventions.

#10 Increase math coaching to 2 days next year.

#16 Operations Coach – How to navigate the district. One day, to be paid by school (09/10 year – 3 days paid by district.)

**Questions re SPCA**

**~ Has there been input from teachers yet re SPCA?** None yet received; it is hoped that some will be forthcoming, but if none offered, will proceed with principal's recommendations.

**~ Was SPCA compiled only by principal or was there other input i.e. Instructional Leadership team, etc.?** Instructional leadership team.

**~ Can we agree on timeline next steps with SPCA? Review timeline and hopes will be detailed within the next couple of weeks.**

**~ Is it possible for teachers to review during PLC's, submit report at next meeting, then correlate through email? Can PLC time be utilized?** Teachers should provide input ASAP ! Needs immediate response as actual date is 25 February 2010. PLC training /agenda already set, can discuss during house meetings. Principal adamant re stipulations as info was sent to teachers in December w/no response.