

School Site Council Meeting

Minutes

School: Claremont Middle School Date: 11 January 2010

Quorum number in Bylaws: 8 Quorum Present: Yes

Council Members Present:

Roger Alvarado	Kenya Crockett	Lacy Lefkowitz
Margit Birge	Rhonda James	Liz Martin
Kristofer Brekke	Chandra Kendrix	Jessie Thaler
Aileen Chang	Jerry Lindsey	Ron Kriss

Introductions: Meeting called to order at 6:13pm by Jessie Thaler

Minutes approved: At 6:17 pm the minutes from the previous meeting were approved by a vote of 8:0:1

SSC: Training on Wednesday January 13th from 6-8 pm

Budget Updates: Ms. Kendrix feels that the information that was to be presented was not a true representation of the budget so would like to move the update to another meeting. Ms. Crockett was ready to present teacher salary information but the needed information for the SSC is what teachers are being paid from the categorical funds. This could affect the retention of those teachers. A spreadsheet has been requested from downtown and will be presented when it is available.

Mr. Lindsey Announcement: Mr. Lindsey is resigning from the SSC. He doesn't feel that he can express his opinions without punitive results. He feels that he cannot continue. Ms. Kendrix explains that to terminate your membership a letter must be submitted to the chairperson. Ms. Crockett reminds us that this could throw off the balance of voting members. Ms. Kendrix reminds us that Ms. Murray is the alternate and

we can notify her. Ms. Birge says that Mr. Lindsey can participate this evening since his letter has not been submitted. In checking the by laws we see that the SSC needs 4 classroom teachers and 1 school staff to have a full SSC.

By Laws Vote: We need to vote on the final changes of the by laws and Ms. Crockett reminds the SSC that some wording needs to still be changed. Change one with an approving vote moved by Ms. Birge and seconded by Ms. Thaler with a result of 11:0:0 is to include in the list of duties:

Review student achievement data

Second vote on the by laws moved by Ms. Birge and seconded by Mr. Brekke with an approving vote of 9:1:0 states that the composition of the council shall include:

Non-voting alternate members may also be elected if approved by a majority of the council.

The third vote regarding the termination of membership was moved to vote by Ms. Birge and seconded by Ms. Chang, however discussion continued. Mr. Brekke had issue with the fact that meeting times are not consistent. That makes it hard to always attend. Ms. James reminds the council that family emergencies can arise. Mr. Kriss suggests that we change the wording from **shall** to **may**. Voting is again called with the changing in the wording. With a vote of 11:0:0 to reflect the change the vote passes. The new wording is as follows:

The membership of any member who misses three consecutive meetings MAY be terminated.

The fourth vote was in regarding to voting rights and that absentee and proxy ballots will not be accepted. Ms. Crockett is not sure why we wouldn't accept absentee ballots; those would be voices that are not being heard. Ms. Thaler mentioned that would be like having a juror voting when they are not present at the trial. Ms. Birge mentions that our voting body only needs 8 members. Many mention that life happens. Ms. Birge moves to vote, which is seconded by Ms. Chang. Vote is approved with a 9:2:0. The by laws will state:

Absentee or proxy ballots shall not be permitted.

Fifth and final vote is regarding vacancies, which Ms. Birge points out we are facing tonight. Approved with a vote of 10:0:0 that was moved by Ms. Crockett and seconded by Ms. Birge the by laws will state:

Any vacancy . . . or by an alternate member elected under Article II, Section A. The addition of the new member shall maintain the composition of the council specified in Article II, Section A.

Meeting Dates: Ms. Kendrix brings to the floor that we need to set up a meeting date and the by laws state the 2nd Thursday of each month. Ms. Crockett reminds the council that she would not be able to attend do to her class schedule. A conversation continues about available times and when we are allowed in the building. Ms. Thaler mentions a frustration of the meetings not starting at the scheduled time. Ms. Crockett states that we will try to honor the agreed upon time. Mr. Kriss mentions that we should possibly adhere to the by laws. But, it is brought to the council's attention that we need the principal to run the meetings. Ms. Kendrix says that we have 5 special meetings for the remainder of the yr. We will meet on the second Tuesday of the month from 630 pm to 800 pm.

Guest Introduction: A mayoral candidate for Oakland introduces himself to the council.

Benchmark data: Math and ELA data is presented from the first benchmark of the school yr. English scores are traditionally lower at the beginning of the school yr since the test is set up for the whole yr. Information that we need:

- Totals number of students
- Data that hasn't be cut and pasted
- More tests: this is not the correct number considering we have more students at Claremont:
 - 6th: 120
 - 7th: 118
 - 8th: 118

Mr. Kriss states that this paperwork is not helping the SSC. Ms. Kendrix poses the question of what are we doing for our failing kids, what are the next steps? Ms. Chang moves to adjourn for 10 minutes so that relevant and accurate data can be acquired and also a presentation from the teachers should be the data that the SSC needs to make the budgetary decisions. Ms. Kendrix says that since the data has been prepared we should look at it. Mr. Napalitano reminds the council that when looking at the ELA data you must remember that they have not learned all of the information yet. Mr. Alvarado says that we need time to look at the data and process it because it is so hard to follow. We should send something to the district to make it easier to understand so that it can be used for its purpose. The teachers should be asked to make a presentation at the next meeting for heightened understanding of what we are looking at. Chang presents that the math department is already taking strides to improve student achievement. They have agreed that teacher time together, vertical alignment of integer and fraction work and common procedures in the classroom have helped student achievement. Ms. Crockett presents school wide procedures that have started. This includes:

- Fridays are PLC time for teachers

- Teachers are receiving development from co workers 2 times a month
- Admin is looking at student attendance
- Admin is identifying students that are struggling
 - Teachers submitted progress reports
- SSTs are being held for struggling students
- Coaching is available:
 - Crockett surveys teacher lesson plans once a week
 - Coaches and admin are observing at the same time
 - A new 3 X 3 observation form is being used
 - Coaches are giving feedback
 - School improvement coach attends house meetings
- Peacemakers are back

Questions:

- How many SSTs?
 - 53, including students with academic and behavioral issues
- How many coaches?
 - School improvement all day on Tuesday: Jenn
 - Si Swun half day on Monday and all day on Friday: Sonja Black

Mr. Brekke mentions that we need timely and relevant data and what we are receiving is not timely. Ms. Crockett mentions that one reason data is not timely is because meeting are too distant. Ms. Chang says we should use email more and says she will email out information about the math team Ms. Martin asks when the Edusoft software will be available so that we have more timely information. Ms. Crockett responds and says the machine is broken and we need money to fix it. We did receive a Wells Fargo grant last week to order edusoft. The software was ordered on 1.8.10.

Members of the SSC ask Ms. Chang to present the information that she has from the math team. Ms. Kendrix has an issue with information being presented when it was not on the agenda. The council discusses allowing the information to be presented for many minutes. It is declared, by the chairperson, that the information will not be presented, and both Ms. Thaler and Ms. Chang will be on the agenda for next meeting. Mr. Brekke voices the concern of many that the council members that this is pushing back information and was again are not being timely. Ms. Thaler points out that many agenda items were not covered.

Ending: Next meeting Feb 9th at 6:30 pm. Ms. Thaler voices a concern that she is not comfortable with the fact that teachers' voices are not being heard in SSC meetings. We are not talking about the concerns of the teaching staff. If this continues she states that she cannot continue to represent the teachers as a member of the SSC. Ms. Kendrix moves to adjourn and Martin seconds.