

School Site Council Meeting

Minutes

School Claremont Middle School

Date 2 December 2009

Quorum number in Bylaws 8

Quorum Present Yes

Council Members Present:

Roger Alvarado

Margit Birge

Kristofer Brekke

Aileen Chang

Kenya Crockett

Rhonda James

Chandra Kendrix

Jerry Lindsey

Lacy Lefkowitz

Kathellen Madden

Liz Martin

Meuy Saechow

Jessie Thaler

Celeste Allen (Alt.)

Mike Napolitano (Alt.)

- I. **Introductions:** Meeting called to order @ 6:12 p.m. Introductions made by all present.

- II. **Review Ground Rules and Agenda (6:22 pm):** Overview of ground rules and agenda. Changes to agenda are as follows: Items **IV, V, VI, VII, VIII, and IX** changed to **V, VI, VII, VIII, IX, and XI** respectively. New item **IV** added – “Data Review” and new item **X** added – “Other”

- III. **Review of Minutes (6:27 pm):** Motion by Lacy and 2nd by Thaler to approve minutes as is. Motion carried by unanimous vote of 14 in favor, 0 opposed and 0 abstentions @ 6:29 p.m.

- IV. **Data Review (6:30 pm):** Data presented by Principal Crockett reporting attendance/truancy numbers for 2008-2009 and 2009-2010 academic years

as well as discipline distribution for 31 August 2009 through 2 December 2009. (Report attached.) Although comparison is for all of last year vs. the first three months of this year, there is a significant decrease in truancy to date. Audit finds us currently at 23 %, which is still somewhat high. Attendance data is inaccurate due to:

- Reporting errors by teachers
- Backlog in attendance office.
- Flaws with district's call system.

Attendance clerk has 3 days to call parents and clear absences which is sometimes not a possibility due to backlog. Some classrooms are still without internet which (12 requests have been made to correct this with no response from district) which makes it more difficult for those teachers to submit reports efficiently. There are a few teachers not following up when students are late and have been marked absent. Also, parents are not always sending notes when students are absent or tardy. Proposed resolutions include running 2 weekly reports and shifting personal to assist with calls to parents and follow up with teachers, opening the 'Caught in the Act' store with incentives for positive attendance. Suggestions include influx of calls to tech services by parents and community regarding both classrooms without internet and repairing and improving call system.

Discipline data shows numbers of infractions broken down by grade level, gender, and ethnicity. Incentives include Excellence Assembly, Dances, 'Caught in the Act' passes, and SSI room has been opened. **Question:** Where is data derived from? Data is derived from referrals and/or other info input at school site (if there are more than one infraction listed, only one gets listed) and district correlates the info. Infractions are disciplined with suspensions – in house and off campus. There are 42 students with 1 or more suspensions; some have been moved into DHP and incarcerations (risks are weighed before proceeding with DHP. **Question:** What will 'Caught in the Act' passes be made out of? Colored paper details tbd. **Saturday School Update:** Saturday School includes an hour of cleanup and hour of disliked items and making up work if necessary. Some students are not attending and there are issues with communications reaching home in a timely manner. **Goals:**

- Reduce suspensions (boys for defiance) by 20%.
- Reduce chronic truancy by 50%.

V. **Update on By-Laws Proposal (7:00 pm):** Phil sent 2 copies of by-laws – 1 original and 1 with proposed changes. Motion by Lefkowitz and 2nd by Crockett to accept proposed changes and set meeting time and date at first meeting of each semester. Motion carried by unanimous vote of 14-0-0 @ 7:03 p.m. **Question:** Is student member a requirement? Per current bylaws and past meeting(s) it isn't mandatory, but was discussed that following student body elections, offer would be extended to student officer(s). Thaler suggested that a formal invitation be extended to student rep.

VI. **Presentation: Mike Napolitano – Baltimore and Harlem School Districts (7:08 pm):** BRIEF review of "Whatever It Takes/ Boston and Harlem School Districts. 100% of students have shown drastic improvements due to implementations of programs and collaboration between parks and schools including summer academic programs. Detailed review to be available on website. Suggested reading – 'Outliers' by Malcolm Gladwell. Info will also be available on website.

VII. **SSC Training – Lacy Lefkowitz (7:15 pm):** Attended QEIA training (QEIA formed because Prop 98 was not being followed through correctly. Secured SSC training for us approximately January 13th, 6-8 pm. Will email exact time and date. Other report items included:

- By 2011 we have to be fully absorbed – 17.5 (6th grade); 18.5 (7th grade); 19.25 (8th grade). Absolute max is 27 average class size.
- Did reduction in teacher size effect class size?
- QEIA supplanted rather than supplemented general funds. Local pressure by CA state reps Swanson and Hancock.
- SSC should know class size reductions and average teacher experience should match districts.
- 40 hours Professional Development per year, teachers to determine how it will be structured, run, etc.
- No strings attached to any STATE categorical funds (will check to verify).
- Williams Settlement – highly qualified teachers for NCLB.
- After 3 years just have to meet API requirements.

Discussion: Principal stated that quality rather than years of experience is preferential and will check list to see if we are meeting requirements. Another list related to spending will be sent in order to confer. Waivers available that can be utilized to relax classroom size reduction requirements and check timeframe

requirements (David Chambliss responsible for this information). SSC training will be held on separate meeting date from next regular meeting. **** Chang excused herself @ 7:33 to attend class.** Next SSC meeting will be on January 11, 2010 @ 6 p.m. and SSC training will be held on January 13, 2010 @ 6 p.m.

VIII. GATE Program – Jessie Thaler (7:40 pm): School receives \$20 per GATE identified student. Approximately 60 students. Students are tested on RAVENS. Email has been sent to teachers for referrals. Funds can be used for anything GATE related except lodging for field trips. No proposals to date but considering high level texts. **Question:** What is the demographic breakdown of who participates (not the names)? Thaler and Taylor will retrieve data. There have been changes in how students are identified. Testing must be administered by GATE psychologists. Ideally all students would be tested but there are significant hindrances, ie costs but school will attempt to identify as many students as is possible. Actions to taken include Provision of data, teachers to review lists and check test scores and data for potential GATE students, and sending letters to parents re their child's potential to be GATE identified student.

IX. Next Meeting Dates – for 09/10 School Year (7:55 pm): Covered in item VII.

X. Other (7:51 pm): Availability of resources for Study Tours to be checked for. **Question:** Why don't we have an Intervention Specialist any longer? Seeking resources and reviewing the possibility of securing one for next semester. PTA is requesting data re the usefulness of incentives provided last year. Utilizing starting point and establishment of base point to retrieve and analyze data and to select incentives. PTA would also like to receive data in a timely manner in order to not have to wait so long to initiate incentives. \$1200 provided to math department last year. Suggestion that SSC could help with securing data for math department's report. Materials and staffing are key obstacles to Intervention classes. Ball Park for Read 180 is \$50k. Space is being cleared to be provide intervention services. Needs assessment to done to determine deficiencies then group student according to those deficiencies. Non progressive movement of students was negative. Chabot has implemented 'Fast Forward' program which has been advantageous. The program requires 1 a.m. instructor and 2 p.m. instructors. Faculty Council determined need for paper, soap, whiteboard markers, trashcans and liners, ink, and HEAT! Suggestion to send 'WISHLIST' to parents listing needed items.

XI. Appreciations: Refer to item X.

XII. **Adjourn (8:18 pm):** Motion made by Kendrix and 2nd by Birge to adjourn meeting. Motion carried by unanimous vote of 12-0-0 and meeting was adjourned @ 8:19 p.m.

Submitted by Kathellen Madden