

# School Site Council Meeting

## Minutes

School Claremont Middle School

Date 29 September 2009

Quorum number in Bylaws 8

Quorum Present Yes

Council Members Present:

Margit Birge	Rhonda James	Kenya Crockett
Kristofer Brekke	Mike Napolitano (Alt.)	Kathellen Madden
Chandra Kendrix	Daniel Brekke	Karen Mc Robie
Ron Kriss	Jessie Thaler	Bonnie Trinclisti
Celeste Allen (Alt.)	Aileen Chang	Meuy Saechow

- I. **Introductions:** Meeting called to order @ 6:30 p.m. Introductions made by all present with each offering brief statement re something going well at CMS so far this year. General consensus is that climate continues to be positive, and that there is an air of ordered rather than chaotic organization. Announcement of remaining peer selections to council – Teachers: Aileen Chang and Jessie Thaler with Liz Martin as alternate; Other Staff: Mr. Lindsey with Linda Murray as alternate.
  
- II. **Review Ground Rules and Agenda:** Overview of agenda: Key items will be election of officers with continued discussion of budget and bylaws. **Changes to Agenda:** Items IV and V reversed to allow adequate presentation by Principal Crockett and Jamie Marantz.
  
- III. **Review of Minutes of 9/15/09:** Motion by President, 2<sup>nd</sup> by Kristopher Brekke to accept the minutes with the following changes:
  - Tony Mills not present.

- Item IV – change 4<sup>th</sup> sentence, “Current Bylaws specify 12 members...” to read “Current Bylaws specify a minimum of 12 members.

Motion carried by unanimous vote @ 7:07 p.m. Further discussion as to the need to bring so many copies to each meeting as most documents are sent out prior to meetings via email. Motion by Ms Thaler, 2<sup>nd</sup> by Ms. Chang to bring only 5 copies of each document and that anyone without the ability to print necessary documents inform necessary persons so that documents are available for them. Motion carried by unanimous decision @ 7:18 p.m.

Presentation of final roster. (Separate document)

#### IV. **\*\* Budget Update and Proposed Changes to Site Categorical Budget:**

Principal presented portion of budget displaying breakdown of “supplies” item. She discovered that category ‘General Purpose’ has balance of \$47; however, additional monies are allocated for supplies in several other categories, totaling \$36,980. Clarification provided by Principal and Ms. Marantz as to which categories are limited to restricted use and which ones aren’t. Funds which are state and federal issued are restricted – Title I, EIA SCE, and LEP. Information provided as to:

- Last year’s total for supplies - \$31,454 – was pretty much what was spent (money may have been moved between categories during the year)
- 
- Meanings of acronyms for individual categories
- Which decisions were made on district level and which ones are local from school site i.e. unrestricting Measure G - formerly Measure B – (district decision)
- Use of LEP funds for library is a possibility (multi-use purchases which target LEP identified students)
- Which categorical funding SSC has control of (Title I, LEP, and EIS SCE)
- BAYCES (Bay Area Coalition for Equitable Schools)
- Last year, large percentage of budget used for consultants
- Presentation of entire budget configuration to be presented at future meeting

Three part proposal presented for council consideration. Proposal read as follows:

Proposal 9/28/09

- Asking SSC to approve moving \$6k from consultant to instructional aide from resource Tier3- SIP; 2017395161

- Second request to approve moving \$4166.45 from surplus to buses and admissions for study tours to enrich student academic experience.
- Third request to approve move \$1200.32 from surplus to postage in Title I Parent participation; 2013011204

Principal Crockett shared that as Claremont is 'College Ready' campus, funding will be made available for field trips to tour university campuses, especially UC and CSU campus in order to nurture students interest in continuing education beyond high school. Crockett suggested that study tour funds could be split between grade levels.

Motion by President Birge, 2<sup>nd</sup> by Principal Crockett to approve proposal to move a total of \$11,366.87 to selected sources. Motion carried by unanimous vote @ 7:50 p.m.

Further budget and finance discussion included the possibility of teacher consolidation, clarity as to whether alternate members are voting members, the district wide problem of under enrollment, and ways our school can avoid consolidation. Question asked as to when teachers and parents will know if consolidation is necessary. Principal answered that as soon as she hears, she will schedule public meeting to discuss issue.

Handout presented detailing mandated requirements and uses for QEIA funding, as well as the impact of QEIA funds on General Purpose funds. Council also discussed ways to combat under enrollment at Claremont and draw more students to campus as well as ways to create additional funding sources in order to prevent Claremont losing any teachers.

- V. **\*\*Election of Officers (Item switched with item V):** The following persons were nominated, respectively, for the offices of Chairperson, Vice-Chairperson, DAC representative, and Secretary – Chandra Kendrix, Jessie Thaler, Mr. Lindsey, and Kathellen Madden. The office of parliamentarian was also included and Ron Kriss was nominated for this office. Motion by President Birge, 2<sup>nd</sup> by Ron Kriss to accept nominees for each position as elected officers, as each office had only one nominee. Motion carried by unanimous decision @ 8:20 p.m.
- VI. **Update on Bylaws:** District feedback offered by Phil Mineart suggested that council add statement to bylaws that any member who misses 3 consecutive meetings be dismissed. He added that alternates are not voting members.

Final decisions regarding changes to by-laws postponed until after discussion regarding meeting dates/times in Item VII.

VII. **Next meeting Date:** Principal Crockett proposed that meeting date/time be changed to 4<sup>th</sup> Monday of each month prior to PTA meetings. Council discussed dates and times possible for each member, and as many members have school and other mandated obligations, decision made to tentatively set October and November meetings for the 3<sup>rd</sup> Monday of the month @ 6 p.m., determine the date for December meeting at an upcoming meeting and revisit final determination of a formal meeting date and time for after the fall semester ends and make no formal changes to the Bylaws at present.

VIII. **Appreciations:** Principal Crockett appreciates persons taking officer positions. Other appreciations included the expansive budget info presented. Much appreciation was given to Margit Birge for her work as SSC chairperson and Ms James appreciated having well presented minutes.

IX. **Adjourn:** Motion to adjourn – moved by Ms. James and 2<sup>nd</sup> by Ms. Thaler to adjourn meeting at 8:50 p.m. Unanimous vote in favor.

**Submitted by Kathellen Madden**