

Increase/Decrease in FTE  
12/14/10 Board Meeting

School	Position	Program	FTE	Cost	Effective Date
Cambridge Elementary	Teacher	Quality Education Investment Act (QEIA) 3727	.0375	\$2,407	7/1/10
Fair Oaks Elementary	Teacher	ARRA – Title I 3011	.50	\$35,905	7/1/10
Fair Oaks Elementary	Literacy Coach	ARRA – Title I 3011	.40	\$22,622	7/1/10
Ygnacio Valley Elementary	Teacher	Economic Impact Aid/Limited English Proficient (EIA/LEP) 3825	.20	\$14,359	7/1/10
Glenbrook Middle	Teacher	ARRA – Title I SIG 3082	.60	\$51,158	7/1/10
Sequoia Middle	Librarian	Reimburse from Outside Agency 3970	.09	\$6,219	12/1/10
Sequoia Middle	Librarian	School Library 2130	.01	\$692	12/1/10
Mt. Diablo High	Teacher	Economic Impact Aid – SCE 3823	.40	\$25,464	7/1/10
Northgate High	Teacher	School Improvement and Library Improvement Block Grant (SLIBG) 0918	.58	\$38,590	7/1/10
Northgate High	Teacher	SBx3-4 2009 Sweep 0924	.02	\$1,340	7/1/10 <b>FOR 2010-2011 ONLY</b>
Olympic	Student Services Coordinator 9-12	ARRA – Title I 3011	.20	\$15,894	7/1/10
<b>Total Categorical Fund</b>				<b>\$214,650</b>	
Northgate High	Teacher	Secondary School General Ed Program 0700	.20	\$18,596	7/1/10 <b>FOR 2010-2011 ONLY</b>
<b>Total Unrestricted General Fund</b>				<b>\$18,596</b>	

Holbrook Elementary	Teacher	Economic Impact Aid/Limited English Proficient (EIA/LEP) 3825	.71250	(\$48,988)	7/1/10
Silverwood Elementary	Teacher	Economic Impact Aid/Limited English Proficient (EIA/LEP) 3825	.24	(\$15,403)	7/1/10
Sequoia Middle	Teacher	Reimburse from Outside Agency 3970	.14	(\$9,942)	7/1/10
<b>Total Categorical Fund</b>				<b>(\$74,333)</b>	
<b>Grand Total Categorical Fund</b>				<b>\$140,317</b>	
<b>Grand Total Unrestricted General Fund</b>				<b>\$18,596</b>	

Cambridge Elementary School  
School Site Council Minutes  
November 8, 2010

In Attendance: Marie Schirmer, Adriana De Leon, Claudia Medina, Angeles Rios, Adriana Raya, Francisco Rios, Annabel Fuenzalida, Karen Bucey, Aurelia Buscemi, Joyce Densmore-Thomas

Absent: Ernestina Cruz, Karri Robison

Welcome and Introductions.

**Increase in F.T.E.**

Mrs. Schirmer explained fifth grade has enough students for a full time teacher. She is requesting approval of 0.0375 from QEIA to help fund this position. The district will fund the remainder portion of the position. Our cost will be approximately \$4,000. Adrianna made a motion to approve using 0.0375 from QEIA to fund a teacher for fifth grade. Francisco Rios seconded. The vote was taken and the motion was unanimously approved.

**Single Plan for Student Achievement (SPSA)**

Mrs. Flores presented the English Language Arts (ELA) portion of the plan. Angeles Rios asked about tutoring opportunities offered after school that she heard about during Parent Advisory Committee. There was concern that this support may end if there are more budget cuts. Mrs. Flores explained that under No Child Left Behind, the District sets aside Title I funds that must be used for this purpose. However, intervention Cambridge does after school is dependent on how much funding is in our categorical which fluctuates year to year.

Ms. Senter presented the Math portion of the plan. There were no questions.

Mrs. Densmore-Thomas presented the English Language Development (ELD) portion. A question came up regarding Imagine Learning English (ILE). Francisco Rios asked if this computer program could be used at home so parents can support what is being used in the classroom. Mrs. Schirmer explained that the program is loaded on computers at our school. However, Mrs. Schirmer would speak to the ILE rep to see if the company has a parent component on-line. She also offered to set-up a parent orientation with the ILE rep.

Mrs. Schirmer presented the Academic Performance Survey results. The only concern by Angeles Rios was if teachers who are "absent a lot" had input in this survey. She is very concerned that two classrooms have had substitute teachers since the beginning of the year. Mrs. Schirmer explained the situation with layoff staff, ed. Code, sick leave and the return of all pink slipped teachers. We are using curriculum specialists to help the substitutes with planning, teaching and assessment. Gloria Rios asked for her child to be moved from one of the classrooms because she fears her child is not learning with so many substitutes in that room. This is a Primary Language classroom and there has been

difficulty securing bilingual substitutes. Mrs. Schirmer offered to have a meeting with those parents and a district representative to discuss concerns and find solutions.

Adrianna De Leon made a motion to approve the Single Plan for Student Achievement. Angeles Rios seconded the motion. The Single Plan was unanimously approved.

### **Categorical Budget**

Mrs. Schirmer reviewed the budget. There was some concern at the high cost of running the copy machines. Mrs. Schirmer explained the machines are not only used by teachers, but they are also used by After School Program staff. They always seem to need repairs and we go through a lot of toner and paper.

Claudia Medina made a motion to approve the budget. Francisco Rios seconded. The budget was unanimously approved.

### **Public Comment:**

PTA will be meeting next Thursday at 6:00 p.m. at Cambridge in Room 5. There is concern regarding the elimination of 4<sup>th</sup> grade camp this year. Mrs. De Leon and Mrs. Medina stated they were interested in supporting the program with fund raising. Mrs. Schirmer said two 2<sup>nd</sup> grade teachers were also interested. She would invite those two teachers to PTA meeting to discuss options.

Next SSC Meeting will be Friday, Dec. 10<sup>th</sup> at 8:30 a.m. in the Adult Literacy Building.

Sequoia Middle School  
Parent Faculty Club Meeting  
November 1, 2010

**PFC Board Members In attendance:**

Sue Brekle	Jane Enloe	Courtney Mizutani
Brent Brinkerhoff	Suzanne Guzaitis	Nancy Morgan
Dayna Broussard	Carrie Horning	Susan Nelson
Connie Cirimeli	Danielle Licon	David Roe

The meeting was called to order at 7:04. PFC Vice-President, Sue Brekle, presided.

The October minutes were reviewed. Dayna Broussard moved that the minutes be approved, with a second by Jane Enloe – motion passed. Additions to the agenda were made: Margaret Barry & Clarice Adams to present information on the Library Add-A-Day efforts, and Jane Enloe to present information on the Spring Fundraiser.

**Department Presentation –**

Pat Yoshiwara, Math department chair, presented information on the new CLC (Collegial Learning Community) that replaces the PLC from last year. This is an effective working group. The eight grade math teachers are working very closely together to provide uniform homework and testing. The seventh grade teachers are working well together. New textbooks were adopted last year at all grade levels. New this year is 6<sup>th</sup> grade graphing and linear equations. The Math Notes program is providing uniformity across grade levels and helping to organize the teachers and students with formatting homework and clarifying how to earn back points.

Family Math Night will focus on equations and inequalities. It will cover material from the elementary level through Algebra 1. Family Math Night has been rescheduled from November 3 to November 17. In future years, the event will not be scheduled for the first week in November to avoid potential conflicts.

**Website –**

There have been parent requests that additional PFC information be provided on the website. It was agreed that the PFC by-laws, approved minutes, and list of Board members would be provided to Mr. Holmes for posting on the website. The Secretary will make this request and send future approved minutes to the Webmaster for posting.

**Library Add-A-Day Fundraising –**

Margaret Berry provided an update on the status of the Add-A-Day fundraising. 163 donations in the amount of \$6,211.00 have been received. Some additional contributions from corporate matching and late donations are anticipated. Additionally, Site Council has agreed to provide one half of any additional funding necessary (up to \$3000). At Margaret's request, Mrs. Cirimeli outlined the steps necessary to get the librarian into the library. Steps included providing approved PFC minutes to the Board of Education (BOE), documenting proof of funds, obtaining appropriate signatures, going to the BOE for approval, and action of the part of Fiscal. The next BOE meeting is November 9. The contract for the librarian would be written based on available funds, with a start date dependent on the funding available. The position would run through the end of the year, so the contract start date would be back-calculated based on the available funding.

***Vision Statement:***

***Sequoia Middle School students will become confident, prepared, and inspired for life-long learning.***

Dayna Broussard moved that all Add-A-Day funds be allocated to funding a ½ day librarian position. Suzanne Guzaitis seconded. The motion passed with one abstention.

**Spring Fundraiser** –Jane Enloe reported that Karen Booth has formed a committee (10 people) to work on a Spring Fundraiser. The Fundraiser is tentatively scheduled for April 8, 2011. It would take the form of a silent auction in combination with a spaghetti feed (or something similar). Jane has worked with Karen in the past (at Sequoia El) and this sort of event has been very successful. The estimate is that it could raise between \$3,000-\$4,000 for general PFC funding. Some seed money may be necessary for initial expenses.

**Treasurer's Report** –Danielle Licon presented the current month's budget and highlighted items that have been paid recently. Gift wrap still needs to be paid. The question was raised about why is the gift wrap profit split with student body. Mr. Brinkerhoff believes it is a matter of practice, rather than policy. Mrs. Cirimeli is not aware of any other site that does this.

Suzanne Guzaitis requested that she receive notification for items that are budgeted out of the Hospitality budget, so she can make appropriate adjustments. It seems that Volunteers uses some of the Hospitality money to provide refreshments to volunteers during registration. Math Night is all donations. Star Testing has used some funding in the past; however, Suzanne is going to look into getting donations from Clif Bar. She will arrange this with her contact. The request needs to be made 3 months in advance.

Jane Enloe moved to accept the Treasurer's Report; Dayna Broussard seconded. The motion passed unanimously.

**Teachers' Reports** - No reports.

**Volunteer Coordinator's Report** –Susan Nelson is going to review the Volunteer Sheet that is used at Registration to make sure that volunteer opportunities are appropriately articulated.

Susan continues to look for volunteers for the parking lot. She will arrange for announcements in the TGIF and the PFC Newsletter.

**Newsletter**- Articles are due Wednesday. Ms. Enloe will check with the teachers to see if they have any additional contributions.

**Hospitality** - Hopefully, the Family Math Night volunteers will be able to accommodate the date change to November 17. Suzanne Guzaitis mentioned that a journalist is looking for comments from teachers who have received items donated by the Pleasant Hill Education Foundation. Jane Enloe will ask the teachers for input.

**Parent Advisory Council Report** - PAC meeting moved to November 10. No report.

**Ways & Means** - See's Candy and Bulb fund raising materials go to the teachers this Friday. Fundraiser ends November 19. There are no prizes (so no expense). Students can return their sales paperwork anytime before November 19. Teachers will receive instructions (and big envelop to collect orders) with the packets in Friday.

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**Vice President** – Sue Brekle reported that the Budget Sub-committee met. They are currently working to establish direction. Changes cannot be made to this year's budget, so they are looking at potential modifications going forward. They will examine fiscal practices and long term planning, including student body funding and department roll-overs.

**Principals' Report** - The quarter ended last Friday. Report cards will go home with the students next Friday (11/5).

The Climate Committee had its second meeting. Connie Cirimeli reported that the draft vision statement was slightly modified to include "life-long" learning. (See footer for the updated vision statement.) Based on the vision statement, the mission statement can be developed. . The Technology Committee (chaired by Mr. Brinkerhoff) and the Program Committee (chaired by Mr. Roe) are also working on long-term plans. It is hoped that a cohesive technology plan will better position the school to seek grants. The goal of the Climate Committee is to develop a 5 year strategic plan to support the global vision.

The Cinco de Mayo gathering is planned for May 6.

Connie reported on the Single Plan for Student Achievement for Site Council. She surveyed the teachers to get input – the responses (while not final) seem to lean heavily towards technology.

**Student Services** – David Roe reported that the sixth grade Fall Fest was fun. The students enjoyed it. Research into the high school academies continues. Clayton Valley has an Environmental Sciences (EcoSci) forming. Ygnacio Valley has a Health Careers Academy.

**Vice Principal** - Brent Brinkerhoff offered big kudos to the Library Add-a-Day Committee: Clarice Adams, Karen Booth, and Margaret Berry. Their efforts will benefit many students at the school and is much appreciated.

The California Healthy Kids Survey was completed by the 7<sup>th</sup> grade PE classes and 7<sup>th</sup> grade teachers.

After school volleyball is underway, and the Turkey Trot is being planned for later this month. Brent recognized PFC for having been a big supporter of the after school programs.

The math department is going for Phil Gonsalves training.

**Open Forum** – Jane Enloe announced that the PH Education Commission's Meet the Candidates forum from October 20 can now be viewed on line. Mary Gray encouraged parents to go to the School Closure Committee meetings. The meeting dates are n the website. Sue Brekle (since she is on the school closure committee) explained some of what has been happening at the meetings. In response to questions, she explained that all schools (not just elementary) were being evaluated. They are looking at closing 4-6 schools.

The meeting was adjourned at 8:35

**The next PFC meeting is December 6 at 7pm in the library.**

Respectfully submitted,

Courtney Mizutani

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