

Holbrook Elementary School Site Council

January 21, 2010

Members Present:

Sara Dieli Pratihba Sharma
Kim Keogh Johanna Harris
Chiara Falcone
Eric Vandetta

Members Absent:

Tony Sartorio Shawn Kinkaid
Stephanie Delanoy Veronica Horta

The meeting was called to order at 3:40 p.m.

Agenda Items

1.0 SPSA Schoolwide Planned Improvement Goals and AYP Data

The 2008-2009 CST test results for Reading/Language Arts and Math were discussed. In addition, goals for the 2009-2010 tests were discussed.

Sara explained that many of our school funds need to be tied to these goals and planned improvements.

2.0 Budget Allocation and Expenditures

Site Council looked at the Budget Development form. There was some carryover money from last year, so it is important to spend it now while it is available. The working budget for this year is \$76,219.

A large part of EIA funds goes to fund After School Intervention for ELL students. We can't use EIA funds for students that aren't ELLs; however SLIBG funds were added so that non-ELL students can participate as well.

EIA funds are also going towards buying ELMOs (document cameras) for ELD, Leap Track Pro and Leap Pads for EL small-group work, and translator costs for SSC and ELAC meetings.

SLIBG funds are being used toward test preparation materials, teacher conferences and trainings, and a computer lab assistant.

3.0 New Resource teacher

Shelley Okimura, our Resource teacher gave an overview of her program. She also explained that currently she is servicing 14 students with IEPs and 30 other students from various grade levels that require additional interventions. In addition, there are many students that are on the lists for SST meetings and testing to see if they qualify for Resource services.

Sara Dieli made a motion to approve an additional .425 Resource teacher to work with ELL students. The funds to pay for a certificated teacher would come from EIA funds.

Chiara Falcone seconded the motion. A vote was held. Six out six members approved the motion. There was a quorum and the motion passed.

4.0 Key Data: Near to Proficient Students

Site Council looked at data regarding students that were close to proficient (330-349) or just at proficient (350-360). Sara feels that we need to target those students. In order to meet our AYP goals we need only 9 more students to score proficient on the CSTs. We only need 5 more ELL or Hispanic students to score proficient in order to meet AYP goals for those subgroups. Under "safe harbor" guidelines, if we show enough improvement (even if not at AYP goal) we can avoid becoming a Program Improvement school for a maximum of two years.

5.0 Teacher Professional Development Calendar

Sara gave Site Council members copies of Holbrook's Professional Learning Community Calendar which has a schedule of early release Wednesdays.

6.0 Good of the Order

Chiara Falcone asked if the state goal changes for our school if the population changes. Sara explained that NCLB sets the standard for all schools, but the subgroups might change. If there are 100 or more students in a particular category

that might require a new subgroup, or if a subgroup falls below 100 that group could be deleted.

Johanna Harris asked about a school directory for Holbrook. Through discussion it was discovered that several schools in MDUSD have them. Sara suggested that the office staff could contact Walnut Acres and Woodside to get copies of their directories. We might be able to use their format and create one for next year. On preview day in August parents could possibly fill out a form if they wanted to be included in the directory.

Sara Dieli called the meeting to an end. Eric Vandetta seconded the motion. All were in favor. The meeting was adjourned at 4:30

Meadow Homes Elementary
School Site Council Meeting
January 6, 2010

In Attendance: Toby Montez (Principal), Sue Talarico (Teacher), Cristina Torres (Parent), Christine Hamre (Parent), Lorena Stiles (Teacher), Jen Gabor (Teacher), Norma Ruiz (Parent),

Absent: Mayra Jimenez (Parent), Marta Flores (Other Staff), Gaby Castaneda (Parent)

Meeting called to order at 6:00 p.m.

I. Title I Priorities - The priorities from the teacher survey were reviewed. They are After School Intervention, Document Cameras, Field Trips, and ELD Coach/Teacher.

II. Budget Review - The updated Budget was presented by Toby. After a brief explanation of the different categories and the monies already committed from the District level, the discussion of allocating funds for the priorities began.

1. Jen Gabor made the motion to allocate \$40,000 from QEIA funds for the After School Intervention Program. Christine Hamre seconded the motion. It passed unanimously.

2. Jen Gabor made the motion to allocate \$30,000 from Title I for warehouse supplies. Sue Talarico seconded the motion. It passed unanimously.

3. Lorena Stiles made the motion that the warehouse supply budget for 4th and 5th grade be reduced to \$375 from \$400 in light of class size reduction. (This would make the allocation for all classrooms \$15/student). Christine Hamre seconded the motion. The motion passed with 6 votes in favor and 1 abstention.

4. Sue Talarico made the motion to allocate \$70,000 from Title I funds to hire a .5 FTE Language! Teacher and to increase the Intervention Coordinator's position from .5 FTE to .8 FTE. Christine Hamre seconded the motion. It passed unanimously.

5. Jen Gabor made the motion to allocate \$30,000 from QEIA funds to hire 5 additional lunch time yard duties. Lorena Stiles seconded the motion. It passed unanimously.

The following commitments from SLIBG funding were approved:

Money will be set aside for field trips for each grade level.

\$4000 will be allocated to the library.

Money will be allocated for a new computer for Edusoft use.

The following tasks were assigned to provide more information for future budget considerations and to be reported on at the February meeting:

Jen Gabor will research the cost of document cameras and replacement light bubs for the Smart Boards.

Toby will investigate where the District is on upgrading our Network system.

Sue Talarico will look for the check list of standard classroom equipment (e.g. maps, pocket charts).

Toby will discuss classroom microphones with ILT.

Toby will investigate translation equipment/headsets to be used at meetings (PTA, ELAC).

Toby will investigate Safety curtains for the classrooms and the use of the District Safety Grant Funds to pay for them.

III. Review Bylaws - No new discussion

IV. Public Comment - None

V. Other - None

Future Meetings- 1st Wednesday of the month:

February 3, 2010

March 3, 2010

April 14, 2010

May 5, 2010

Meeting adjourned at 7:30 p.m.

Pleasant Hill Elementary Education Foundation
Minutes to the November 10, 2009 Board Meeting

In attendance:

- Steve Oldenbourg, President
- Lori O'Brien, Board Member
- Gary Jensen, Treasurer
- Matt Luttrupp, Assistant Treasurer
- John Hanken, Secretary
- Kathleen Olson, Board Member
- Julie Ormerod
- Katie Ferrari
- Debra McManus
- Jennifer Voris, Principal

Steve Oldenbourg called the meeting to order at 8:05 am.

Roll

Minutes

Gary Jensen moved to approve the minutes to October 13 meeting, as amended. Motion carried.

President's Report

With all the new fundraising efforts, the Foundation must coordinate with other groups at PHE regarding fundraising activities to maximize the total benefit to the school and prevent dilution of results. Katie Ferrari of the PTA is working on a master calendar, which can serve as a basis for coordination and discovery of other fundraising efforts.

Action Items

- Katie Ferrari to create master calendar and share with Board

Treasurer's Report

Gary Jensen briefly reviewed the November financial statements submitted concurrent with the meeting.

Principal's Report

Principal Voris discussed difficulty in filling the Assistant Teacher positions that the board has funded

for the 2009-2010 school year as envisioned by the Board. ~~John Hanken moved to allow the principal the flexibility to hire a combination of Assistant Teacher and Instructional Assistants, specifically to allow two of the positions to be Assistant Instructors, as long as the year's expenditures do not exceed the \$90K pledge. Motion carried.~~

Committee Reports

Fundraising: the subcommittee met twice over the past month to identify, discuss and recommend certain additional fundraising activities for the 2009-2010 school year. The list for consideration includes the following:

- Letter Campaign to reach parents that had not yet given the recommended amount, coordinated by Erika Vestergaard
- Poker Night – targeted for mid-January, to be coordinated by Matt Luttrupp
- Walk-a-thon – targeted for May, currently taking volunteers to coordinate
- Tile Mural Project – targeted to possibly coincide with MARE week, coordinated by Julie Ormerod

Matt Luttrupp moved to approve the list of new fundraising efforts. Motion Carried.

Grant Writing: Debora McManus discussed the fact that many of the deadlines for 2009-2010 passed before the school year began, greater success next year will require a more coordinated effort earlier in the process. The group discussed the possibility of creating a committee to look at grants across PHE, with money to be channeled through the Foundation to maximize flexibility and to ensure its use at PHE. Debora discussed pursuing five sub-categories of grants going forward:

1. Health and Safety (Peaceful Playgrounds/ Conflict Resolution/Walking Club)
2. Librarian
3. Go green (science/garden/nutrition)
4. Math enrichment/ intervention
5. Part time counselor

Communications: A brief discussion was held about the PHEEF group on Facebook as a way to reach more people, provide links to the PHEEF website, etc. Supporters of the Foundation are encouraged to become Fans on Facebook.

New Business

Kathleen Olsen moved to fund the GATE program to a maximum amount of \$1,100 for current year. Motion Carried. Kathleen Olsen also moved to fund PE to a maximum amount of \$1,100. Motion Carried.

Next meeting will be December 8. Steve Oldenbourg adjourned the meeting at 9:05 am.

Respectfully submitted,

John Hanken
Secretary, PHEEF

SCHOOL SITE COUNCIL MEETING

TUESDAY, JUNE 2, 2009
3:00 PM
OGMS LIBRARY

FACILITATOR: TERRY McCORMICK
MINUTES: LINDA M. FAIX

ATTENDEES:

TERRY McCORMICK
LINDA FAIX
DIANE SHAMAI
HAROLD MUNSEL
JOANNE SCOTT
VIRGINIA RUNGE
SHERRY WHITMARSH
LISA JOCHNER
DARSHAY LAREY

ABSENT:

ILANA SAMUELS
SETH CARVER
ASHLEY RUIZ

MINUTES

OLD BUSINESS

REVIEW / VOTE ON APRIL 22ND MINUTES

REVIEW / VOTE ON MAY 12TH MINUTES

ALTERNANT GOVERNANCE

2009 – 2010 BUDGET REVIEW OF POSITIONS / VOTE ON FTE FROM SSC AUTHORIZED FUNDING

PLAN IMPLEMENTATION / ACADEMIC PROGRAM SURVEYS

NEW BUSINESS

PUBLIC INPUT

ADDITIONAL INFORMATION

RESOURCES:

OLD BUSINESS

Discussion:

NONE

Conclusion:

REVIEW / VOTE ON APRIL 22ND MEETING MINUTES

Discussion:

SITE COUNCIL REVIEWED MINUTES FROM APRIL 22, 2009 MEETING.

Conclusions:

VIRGINIA RUNGE MOTIONED TO APPROVE APRIL 22, 2009 MINUTES.

DIANE SHAMAI SECONDED THE MOTION.

AYES: 7

NAYS: 0

ABSTAIN: 2

ABSENT: 3

MINUTES APPROVED AS WRITTEN FOR APRIL 22, 2009.

REVIEW / VOTE ON MAY 12, 2009 MEETING MINUTES

Discussion:

SITE COUNCIL REVIEWED MAY 12, 2009 MEETING MINUTES.

Conclusions:

LINDA FAIX MOTIONED TO APPROVE MINUTES FOR MAY 12, 2009 SITE COUNCIL MEETING

HAROLD MUNSEL SECONDED THE MOTION.

AYES: 7

NAYS: 0

ABSTAIN: 2

ABSENT: 3

MINUTES APPROVED AS WRITTEN FOR MAY 12, 2009

ALTERNANT GOVERNANCE

Discussion:

SITE COUNCIL REVIEWED THE FINISHED OUTLINE WHICH WILL GO BEFORE THE BOARD OF DIRECTORS AT TONIGHT'S MEETING. THE PLAN REVIEWS OPTIONS THAT WOULD HAVE DIRECT AFFECT OF WHICH GOVERNING BOARD RUNS THE SCHOOL. THIS PLAN ALSO LAYS OUT HOW THE SCHOOL WOULD BE RUN UNDER EACH GOVERNANCE OFFICE.

Conclusion:

NONE. PLAN WAS REVIEWED IN MARCH AND INPUT WAS GIVEN BY SITE COUNCIL AT THAT TIME.

2009-2010 BUDGET PRIORITIES REVIEW

Discussion:

MONIES HAVE BEEN ESTIMATED FOR TITLE ONE, EIA, AND QEIA FUNDING BY BOARD, AS PER STATE'S BUDGET AT THIS TIME. SITE COUNCIL REVIEWED TOTALS FOR EACH FUND, (GIVEN ON ATTACHED EXCEL SPREADSHEET), TO DETERMINE WHAT, IF ANY, POSITIONS SHOULD BE APPROVED FOR OGMS SITE FOR 2009 – 2010. Discussions on each were:

REGARDING TITLE ONE FUNDING: \$37,000.00 WAS SET ASIDED FOR PARENT LIAISON (3068)

TITLE ONE FUNDING: \$56,000 FOR TEACHING COACH @ .80 FTE

\$42, 830.36 FOR SITE TECH II POSITION @ .40 FTE

\$19,000 FOR COMMUNITY SERVICES ASST.

\$5,000 FOR ADDITIONAL CLERICAL

\$39,500 FOR STAFF DEVELOPMENT / AB466

\$20,000 FOR INSTRUCTIONAL MATERIALS



THIS TOTAL DOES NOT REFLECT ALL OF MONIES ALLOCATED. WITH THE UNCERTAINTY OF THE STATE BUDGET AND ACTUAL FUNDING TO BE RECEIVED FOR TITLE ONE, SITE COUNCIL REFLECTED ON ONLY APPROVING IMMEDIATE, NECESSARY POSITIONS AND/OR FUNDS TO ENSURE THAT THE OGMS COULD START THE SCHOOL YEAR WITH NECESSARY MATERIALS AND PERSONNEL.

EIA FUNDING: \$31,000 ALLOCATED TO RETAINING A COMMUNITY SERVICES ASST. @ 1.0 (INCLUDING PARTIAL FUNDING FROM TITLE ONE)

DISCUSSION ON THE NECESSITY OF THIS POSITION WAS BROUGHT UP. EVERYONE AGREED THAT THE POSITION WAS A GREAT ASSET TO THE TEACHERS, OFFICE, AND ADMINISTRATION FOR COMMUNICATION AND TRANSLATION, AS WELL AS A SERVICE TO OUR HISPANIC FAMILIES AND STUDENTS.

QEIA FUNDING: \$56,000 FOR TEACHING COACH @ .80 FTE

\$464,000 FOR 7.25 SECONDARY TEACHER POSITIONS

\$17, 000 FOR CAMPUS SUPERVISOR POSITION @ .50 FTE

QEIA WAS NECESSARY TO FUND THE BALANCE OF OUR TEACHERS NECESSARY STAFF OUR MASTER SCHEDULE AT 25:1 QEIA CSR REQUIREMENTS. DISCUSSIONS ALSO SURROUNDED THE ACTUAL

RECEIVING OF ALL THE QEIA FUNDING. THIS WAS NOT BROUGHT UP TO BOARD OR DISTRICT, BUT UNCERTAINTY OF STATE AND FEDERAL BUDGETS AT THIS TIME, WE HAVE NO GUARANTEES.

CONCERNS BROUGHT TO COUNCIL WERE FOR THE ACTUAL PEOPLE FILLING THE POSITIONS THAT WERE TO BE APPROVED. AS PER THE PRINCIPAL, THE POSITION(S) WOULD GO TO THE EMPLOYEE WITH THE MOST SENIORITY DISTRICT WIDE. SO THE CONCLUSION WAS THAT THE OGMS SITE POSITION WAS NOT GUARANTEED TO THE CURRENT EMPLOYEE.

AFTER FURTHER DISCUSSION, IT WAS ALSO APPARENT THAT POSITIONS NEEDED TO BE ADDED TO ENSURE OUR SITE WOULD HAVE IMMEDIATE STAFFING NEEDS MET.

WITH THE ACTUAL FUNDING TAKEN INTO CONSIDERATION, SITE COUNCIL DECIDED TO LIMIT ACTUAL POSITIONS BROUGHT BACK FOR FIRST OF YEAR.

Conclusion:

SHERRY WHITMARSH MOTIONED TO APPROVE OVERALL BUDGET AS STATED BUT NOT TO EXCEED AMOUNTS BUDGETED AND TO BE DECIDED BY THE PRINCIPAL FOR EXPENDITURES NECESSARY AS FUNDS BECOME AVAILABLE.

TERRY MCCORMICK SECONDED MOTION

AYES: 8

NAYS: 0

ABSTAIN: 1

ABSENT: 3

BUDGET EXPENDITURES APPROVED BY SITE COUNCIL.

A SECOND MOTION WAS MADE BY SHERRY WHITMARSH TO APPROVE 4.0 FTE FUNDING FOR SECONDARY TEACHERS OUT OF Q.E.I.A. GRANT.

MOTION SECONDED BY DIANE SHAMAI.

AYES: 9

NAYS: 0

ABSENT: 3

MOTION TO APPROVE 4.0 FTE FOR ADDITIONAL SECONDARY TEACHERS WAS APPROVED.

A THIRD MOTION WAS MADE BY LINDA FAIX TO APPROVE THE PARENT LIAISON POSITION FOR \$37,000 FOR 2009-2010.

DIANE SHAMAI SECONDED MOTION.

MOTION TO APPROVE PARENT LIAISON POSITION FOR 2009-2010 PASSED.

PLAN IMPLEMENTATION / ACADEMIC PROGRAM SURVEYS

Discussion:

SURVEYS WERE COMPLETED BY THE MATH AND ELA COACHES REVIEWING 2008-2009 SCHOOL YEARS ACCOMPLISHMENTS AND 2009 – 2010 YEAR'S OBJECTIVES.

Conclusion:

SITE COUNCIL WILL REVIEW AND DISCUSS IN SUMMER SESSION AND FINALIZE IN FALL FOR SPSA.

PUBLIC INPUT

Discussion:

LISA JOCHNER BROUGHT UP THE UPCOMING 2009-2010 SCHOOL YEAR ADMIN PLANS FOR THE SCHOOL SITE STRUCTURE / MANAGEMENT WITH THE REDUCTION OF THE VICE PRINCIPAL POSITION.

MS. McCORMICK EXPLAINED THAT ADMIN WAS CURRENTLY MEETING TO DISCUSS SCHOOL DUTY PRIORITIES AND DISTRIBUTION. THE MAIN FOCUS WILL BE SCHOOL SAFETY AND CLIMATE. POSITIVE BEHAVIOR AWARDS WILL BE LIMITED TO WHAT OGMS'S PARENTS CAN PROVIDE. OTHER AREAS WILL DEPEND UPON UPCOMING STATE BUDGETS CUTS.

Conclusion:

WILL BE DISCUSSED FURTHER IN FALL'S SITE COUNCIL MEETINGS

SCHOOL SITE COUNCIL MEETING

TUESDAY, JANUARY 5, 2010
3:00 PM
OGMS LIBRARY

FACILITATOR: TERRY MCCORMICK
MINUTES: LINDA M. FAIX

ATTENDEES:

TERRY MCCORMICK
LINDA FAIX
SHERRY WHITMARSH
LISA ALLPHIN
ILANA SAMUALS
JOANNE SCOTT
LISA BROWN
CATIE HEINZMANN
VANESSA GARCIA

ABSENT:

ALMA LOPEZ
DARSHAY LAREY

MINUTES

OLD BUSINESS

REVIEW AND VOTE ON DECEMBER 8TH, 2009 MINUTES

DISCUSS ADDITIONAL 0.67 FTE FOR INTERVENTION TEACHER

DISTRIBUTE BYLAWS FOR REVIEW

NEW BUSINESS

PUBLIC INPUT

ADDITIONAL INFORMATION

RESOURCES:

OLD BUSINESS

Discussion:

LINDA FAIX UPDATED THE COUNCIL ON QUESTIONS AND COMMENTS REGARDING SUPPLIES FOR THE TEACHERS FOR THE SECOND SEMESTER. SHE ORDERED AND RECEIVED 40 CASES OF PAPER TO BE DISPERSED. (1 CASE PER TEACHER) SHE ALSO ORDERED AND IS RECEIVING PENS, MARKERS, COMPOSITION BOOKS, PENCILS, ETC., FOR ALL CLASSROOMS. THESE WILL BE DISTRIBUTED THROUGH E-3, COACHES OFFICE

Conclusion:

SITE COUNCIL PLEASD WITH REQUESTS BEING HEARD

DISTRIBUTE BYLAWS FOR REVIEW

Discussion:

BY-LAWS DISTRIBUTED TO COUNCIL MEMBERS. TERRY SUGGESTED THAT THE BY-LAWS BE EMAILED TO SITE COUNCIL FOR REVIEW. IF ANY QUESTIONS, CONCERNS OR CHANGES ARE NECESSARY, WE WILL ADDRESS THEM IN OUR FEBRUARY MEETING.

Conclusion:

REVIEW AND VOTE ON DECEMBER 8, 2009, MINUTES

Discussion:

DECEMBER 8TH MINUTES WERE REVIEW BY COUNCIL MEMBERS.

Conclusions:

**MS. GARCIA MOTIONED TO APPROVE DECEMBER 8TH, 2009 MINUTES AS WRITTEN.
MS. ALLPHIN SECONDED MOTION.**

AYES: 8

ABSTAINS: 1

NAYS: 0

ABSENT: 2

SITE COUNCIL APPROVED MOTION TO ACCEPT MINUTES FOR DEC. 8, 2009 AS WRITTEN.

DISCUSS ADDITIONAL .067 FTE FOR INTERVENTION TEACHER

Discussion:

AFTER REVIEWING ALL RESULTS OF DPA AND CLASS TESTS, THE NEED FOR AN ADDITIONAL INTERVENTION TEACHER OF A 0.67 FTE IS NEEDED. THIS WILL PROVIDE AN ADDITIONAL READ 180 COURSE AND AIMS II AND ALGEBRA.

MS. McCORMICK EXPLAINED THAT DISCUSSIONS AROUND DISTRICTWIDE TESTING CONTINUE

Conclusions:

CATIE HEINZMANN MOTIONED TO APPROVE ADDITIONAL 0.67 FTE FOR READ 180 AND AIMS CLASSES.

LISA BROWN SECONDED MOTION

AYES: 9

NAYS: 0

ABSENT: 2

SITE COUNCIL APPROVED MOTION TO HIRE AN ADDITIONAL 0.67 FTE FOR READING AND MATH INTERVENTION

NEW BUSINESS

Discussion:

LISA BROWN BROUGHT UP AFTERSCHOOL SES (ASPIRE) TUTORING. THE LETTERS WERE MAILED LAST SUMMER AND 12 PARENTS RESPONDED FOR THIS TUTORING. AFTER SCHOOL ASPIRE TUTORING WILL START ON MONDAY, JAN. 11TH.

LISA BROWN ALSO ASKED HOW WE WERE GOING TO PAY FOR THE INTERVENTION PROGRAM. THE \$2000 BUDGETED IN THE ASP PROGRAM WAS FOR THE SES TUTORING ONLY. MS. BROWN STATED THAT SHE RECEIVED THE EDUSOFT PRINT OUTS FOR STUDENT WHO WERE FAR BELOW AND BELOW BASIC ON 2009 CST SCORES. WE WERE STILL WAITING ON DPA SCORES AND GPA'S OF STUDENTS WHO WERE BB AND FBB, FOR ELA AND MATH.

TERRY McCORMICK STATED THAT THE \$2000 SHOULD ALSO INCLUDE TEACHERS FOR THE INTERVENTION PROGRAM. THE EDUSOFT RESULTS DID NOT REPRESENT THE THIS YEARS BELOW AND FAR BELOW BASIC STUDENTS, SINCE IT WAS BASED ON LAST YEAR'S SCORES.

QUESTIONS WERE BROUGHT UP ABOUT WHEN THE INTERVENTION PROGRAM WOULD START SINCE LETTERS ARE TO BE SENT OUT BEFORE THE END OF JANUARY AND THE PROGRAM NEEDED TO END BEFORE STAR TESTING. CONCERNS WERE ALSO RAISED ABOUT THE FACT THAT THERE WERE NO SUMMER SCHOOL PROGRAMS OFFERED FOR MIDDLE SCHOOL STUDENTS WHO WERE FAILING. WITH THIS IN MIND, IT WOULD BE IMPARITIVE FOR THE PARENTS TO ENROLL THEIR STUDENTS IN THE INTERVENTION PROGRAM.

Conclusion:

Ms. McCORMICK STATED THAT SHE WOULD MEET WITH Ms. BROWN AND THE AFTER SCHOOL DIRECTOR WITHIN THE NEXT WEEK TO REVIEW DATA INFORMATION AND MEET TEACHING NEEDS FOR INTERVENTION

PUBLIC INPUT

Discussion:

NONE

Conclusion: