

**SAN DIEGO UNIFIED SCHOOL DISTRICT
LEWIS MIDDLE SCHOOL
Site Governance Team (SGT)**

Meeting Minutes

Date: October 8, 2018

Meeting Minutes

Members present (X):

Staff

Parents/Community Members

- Brad Callahan, Principal
- Smith, Jennifer, Teacher
- Norman, Marie, Teacher
- Hughes, Ken, Teacher
- Grantham, Michelle, Teacher
- McCarthy, Ann, Teacher (SDEA)
- Coussa, Amber, Non-classroom
- Classified

- Gavaldon, Janet, Parent
- Delehanty, Chris, Parent
- Ehle, Lynette, Parent
- Lopez, Dorian, Parent

Guests: Marina Garcia, V.P.; Michelle Vergne, V.P.

ITEM	DESCRIPTION/ACTIONS	MEETING SUMMARY
Call to Order	Item: Marie Norman	Meeting called to order at 2:34 p.m.
I. <u>Public Comments</u>	Item: Marie Norman	No report
II. <u>SGT Membership</u>	Item: Brad Callahan	Welcome new members: Chris Delehanty, parent; Lynette Ehle, parent; Dorian Lopez, parent; Ken Hughes, teacher.
III. <u>SGT Business</u> A. Approval of Minutes: 4-9-18 B. By-Laws Review/Approval	Action Item: Marie Norman Item: Brad Callahan	Minutes approval: Ms. Gavaldon motioned to approve. Ms. Smith seconded. Approved. There is an SGT training and discussion of bylaws scheduled Monday, October 22 nd . Ms. McCarthy motioned to address By-Laws at next meeting, Ms. Norman seconded. Approved.
IV. <u>Student Success and Accountability</u> A. Academics 1. School-wide Instructional Focus 2. Home/School Communication	Item: Brad Callahan Item: Brad Callahan	All departments are working toward supporting literacy, a shared responsibility with measureable goals. Mr. Callahan presented a draft of <i>Shared Responsibility for Students' Literacy Development</i> . Discussion about the order of steps and consulting outside resources, rather than solely English Dept. The FAST assessment for Math and English has been implemented school-wide. Working on format to send results to parents.

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3. 2018-19 Additional Student Supports	Item: Brad Callahan	Mr. Callahan reviewed each support the school offers students, and noted that all are running well. Ms. Vergne described the scheduling of high and low students in Literacy Support/ALD class.
4. 2018/19 Academic Courses	Item:	No report
5. F/U Promotion Policy	Item: Brad Callahan	Current policy vs. 2.0 GPA policy for promotion participation discussed. Ms. McCarthy suggested withholding promotion activities rather than promotion ceremony. Mr. Callahan will discuss with ILT. D/F data was reviewed and Mr. Callahan suggested departments look at D/F data and compare practices.
B. Citizenship 1. Mentee Support/School Committee	Item: Brad Callahan	Ms. McCarthy said new group formed called School Climate and Community Committee, a sub-committee of SGT that includes teachers, counselor, admin. Working on emotional support and how to implement. The Mentee program is on hold.
C. Dress Code, Gender Neutral	Item: Brad Callahan	Dress code was revised, shorts min. 3" inseam. Bare midriff tops are now more prevalent.
D. Safety/Discipline	Item: Brad Callahan	No report
E. Homework Policy/Student Workload	Item: Brad Callahan	Parents still are concerned with the amount of 6 th grade homework too great.
F. Student Grade/Citizenship parent notification	Item: Brad Callahan	9 week D/F notification in place.
G. Advisory Student Supports	Item: Brad Callahan	Student supported in KBAR, Advisory (Mon, Fri = Literacy, Tues, Thurs = Acc Math). Mr. Callahan shared information on how to monitor independent reading in Advisory with a handout and discussed fake vs. real reading.
V. <u>School Facilities, Planning, Climate Report</u> A. Staffing and Assignments/Master Schedule 2018-19	Item: Michelle Vergne	Master Schedule is completed and due to 16 fewer students, reorganization of school needed, with reduction of 0.4 of a teacher. One teacher volunteered to reduce herself 0.2, and the remaining 0.2 will be covered by school funds which were budgeted for other purposes.

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B. Facilities and Planning C. School Wellness	Item: Brad Callahan Item: Marina Garcia	Mr. Callahan noted that students now leave computers at school, and no longer take them home. ASB fundraiser has begun, and Foundation Fun Run now referred to by another name, i.e. Wipe Out. The school is actively working with district toward developing wellness goals. Mr. Callahan said Chargers Grant being submitted to update fitness room.
VI. <u>Patrick Henry High School Cluster Council Report</u>	Item: Brad Callahan	Cluster meeting is this Thursday.
VII. <u>Parents and Community</u>	Item:	No report
	Item: Marie Norman	Meeting adjourned at 3:34 p.m.

Minutes recorded by M. DeCino