

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

Meeting Minutes

Date: September 10, 2018

Meeting Minutes

Members present (X):

Staff

Parents/Community Members

- Brad Callahan, Principal
- Dias, Jennifer, Teacher
- Norman, Marie, Teacher
- Silvio Pucci, Teacher
- Grantham, Michelle, Teacher
- McCarthy, Ann, Teacher (SDEA)
- Coussa, Amber, Non-classroom
- DeCino, Margaret, Classified

- Gavaldon, Janet, Parent
- Johnson, Mary, Parent
- Jenny Parsons, Parent
- Vacancy

Guests: Marina Garcia, V.P.; Michelle Vergne, V.P.; Dina Weiss, Counselor; Denise Keller, Parent

ITEM	DESCRIPTION/ACTIONS	MEETING SUMMARY
Call to Order	Item: Marie Norman	Meeting called to order at 3:36 p.m.
I. <u>Public Comments</u>	Item: Marie Norman	No report, welcome parent visitor
II. <u>SGT Membership</u>	Item:	No report
III. <u>SGT Business</u> A. Approval of Minutes: 4-9-18 B. By-Laws Review/Approval	Action Item: Marie Norman Item: Brad Callahan	Ms. Norman motioned to approve. Mr. Pucci seconded. Approved. No report. Ms. McCarthy motioned to address By-Laws at next meeting, Ms. Norman seconded.
IV. <u>Student Success and Accountability</u> A. Academics 1. School-wide Instructional Focus 2. Home/School Communication 3. 2018-19 Additional Student Supports	Item: Brad Callahan Item: Brad Callahan Item: Brad Callahan	Focus is on literacy, with each department working toward how they will support literacy. ILT also meeting to discuss as a continual work-in-process. Lewis new pilot assessment tool: FAST. It is a broad, adaptive pre-assessment for Math/English. Currently revising and will bring updated <i>School Parent Compact</i> to next meeting for further revision/edits. Homework Center opens tomorrow (9-11-18).

ITEM	DESCRIPTION/ACTIONS	MEETING SUMMARY
4. 2018/19 Academic Courses	Item: Michelle Vergne	Ms. Vergne spoke of class sizes, and currently majority under 34 students, with some below 30.
5. 8 th Grade Awards	Item: Brad Callahan	8 th Grade Awards will continue again this year using changes implemented last year. Regarding F/U policy, Mr. Callahan will compile F/U vs. GPA data to compare/discuss change of promotion requirement.
B. Citizenship 1. Teacher/Mentor/Mentee selections for 2018-19	Item: Brad Callahan	The Mentor/Mentee program was discussed. Ms. McCarthy said the program needs progress checks using student data and uniform faculty participation. It was suggested that a committee be formed to investigate student support options/monitoring.
C. Dress Code, Gender Neutral	Item: Brad Callahan	A dilemma with current dress code is the measuring of length/hemline of shorts and need for an equitable rule. Inseam vs. fingertip was discussed, as well as availability of longer shorts in stores. Mr. Callahan made a motion: 2 staff members who formatted original gender neutral dress code (Ms. McCarthy and Ms. Dietz), and Ms. Garcia and Ms. Vergne will meet to modify and clarify verbiage of a new 3" inseam rule. Ms. Norman seconded. Approved.
D. Electronic Devices at School E. Safety/Discipline	Item: Brad Callahan	There was discussion of the use of Kindle/reading tablets. The policy of bringing no electronic devices to school will remain in effect.
F. Homework Policy/Student Workload	Item: Brad Callahan	6 th grade workload/study skills assistance was discussed.
G. Student Grade/Citizenship parent notification	Item: Brad Callahan	With longer grading periods, office will do parent notifications at 4-5 weeks into grading period.
H. Advisory Student Supports	Item: Brad Callahan	Mr. Callahan said during Advisory, teachers could monitor/talk to students about their reading book and if needed send student to library for another book selection. Ms. McCarthy said strategies for monitoring are needed and definition of conferencing vs. monitoring. It was suggested that this be taken to the ILT for consideration.

ITEM	DESCRIPTION/ACTIONS	MEETING SUMMARY
V. <u>School Facilities, Planning, Climate Report</u> A. Staffing and Assignments/Master Schedule 2018-19 B. Facilities and Planning C. School Wellness	Item: Brad Callahan Item: Brad Callahan Item:	No report No report No report
VI. <u>Patrick Henry High School Cluster Council Report</u>	Item: Brad Callahan	No report
VII. <u>Parents and Community</u>	Item:	No report
	Item: Marie Norman	Meeting adjourned at 4:50 p.m.

Minutes recorded by M. DeCino