

**SAN DIEGO UNIFIED SCHOOL DISTRICT
LEWIS MIDDLE SCHOOL
School Site Council (SSC)**

Date: November 12, 2019

Meeting Minutes

Meeting Minutes

Members present (X):

Staff

- Callahan, Brad, Principal
- Brown, Cherylynn, Teacher
- Santana, Steven, Teacher
- Field, Lynda, Teacher
- Gerstler, Tina, Non-classroom

Parents/Community Members

- Gavaldon, Janet, Parent
- Friend, Brandi, Parent
- Widmer, Gerry, Parent, *Chair*
- Ehle, Lynette, Parent
- Grillot, Jacob, Parent

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

ITEM	DESCRIPTION/ACTIONS	MEETING SUMMARY
Call to Order	Gerry Widmer	Meeting was called to order at 3:19 p.m.
I. Public Input		None
II. SSC Membership A. Need Co-Chair	Action Item: Gerry Widmer	SSC Co-Chair is needed for 2019-2020 school year. Mr. Widmer motioned to elect Mr. Janet Gavaldon as Co-Chair, motion seconded by Mr. Callahan, all voted and approved (10 ayes, 0 nays).
III. Bylaws A. Bylaws Review	Brad Callahan	No questions at this time. Members are encouraged to review bylaws before next meeting so questions can be asked and addressed during December meeting.
IV. Advisory Groups A. ELAC – Need Representation B. DELAC Report C. DAC Report	Michelle Vergne Michelle Vergne Lynette Ehle	Ms. Vergne stated that LMS is currently working to recruit parents to participate in ELAC. Recruitment is difficult for several reasons, including the availability of parents to attend meetings and reclassification of English Learners, among other reasons. Ms. Vergne is hopeful that she will be successful in recruiting parents by the end of parent/teacher conferences. No DELAC at this time. DELAC can form once ELAC is in place. Ms. Ehle reported on the September DAC meeting – The district's Parent Involvement Policy was reviewed. Family Engagement has events and resources throughout San Diego to support SDUSD families. All areas now have individual FPMA Resource Teachers to support schools with budget.

ITEM	DESCRIPTION/ACTIONS	MEETING SUMMARY
V. SSC Business A. Approval of Minutes	Action Item: Gerry Widmer	<p>Minutes from 9/30/19 meeting were reviewed. Ms. Ehle moved to approve SSC Minutes from 9/30/19, Mr. Grillot seconded, all voted and approved (10 ayes, 0 nays).</p> <p>It was requested by Mr. Grillot that draft minutes of the previous meeting be sent to SSC members prior to each meeting for review, in an effort to give members more time to review the minutes. Mr. Callahan agreed. He or Ms. DeCino (Admin Assist) will send draft minutes prior to each meeting for review.</p>
VI. Data Review A. D/F Report and Comparison	Brad Callahan	Handout given with listing, by grade level, of letter grades given in each department (English, Math, Science, etc...). After reviewing handout, it was determined that report was not accurate as it likely had data from previous school year(s). Ms. Vergne will work with the school's Site Tech to compile a current list of data to be presented at the next meeting.
VII. Single Plan for Student Achievement A. 0.5 FTE ELST, Ms. Rennick B. Lewis SPSA	Brad Callahan Brad Callahan	<p>Mr. Callahan stated that the .50 FTE ELST previously approved by SSC has been placed. The teacher is Ms. Rennick who was previously at Lewis and displaced through beginning of year district staffing adjustments. Ms. Rennick is pushing into classrooms to assist EL's. She is at LMS M, T, and every other Wednesday.</p> <p>Mr. Callahan reviewed completed SPSA as submitted to district, including the programs that LMS has in place to assist English Learners, Students with Disabilities, and all Lewis MS students and how they are being implemented and monitored.</p>
VIII. Budget A. Title I Expense Transfers	Action Item: Brad Callahan	<p>Mr. Callahan requested transfers as listed below: \$325 from 30100-5207 & \$983 from 30100-5209 \$560 to 30100-3201, \$8 to 30100-3501, \$40 to 30100-3701, \$700 to 30100-4301 (\$1308 total for 30100 transfers) and \$280 from 30103-4304 & \$1863 from 30103-5920 \$2143 to 30103-4301 (\$2143 total for 30103 transfers)</p>
Meeting Adjourned	Gerry Widmer	<p>Mr. Santana motioned to adjourn meeting; Mr. Grillot seconded. All voted and approved (10 ayes, 0 nays). Meeting adjourned at 4:21 pm.</p> <p>Next meeting date 12-9-19.</p>

Minutes recorded by B. Friend