

9/11/07 Site council minutes

Attending: Denise Gonzalez-Walker, Janet Kimball, Jenny Stewart, Anne VanLoen, Dean LaRue, Maria Gutierrez, Kellie LaRue, Tamara Leonard, Kim Lambert, Caroline Byrne, John Miner, Jo Vos, Crystal Okada, Rick Lemberg, Nora Scully, Robin Hing, Betsy Jones, Nova Herzog, Lisa Calvert, Nicole Swedberg, Robert Huberth, Denise Spring, Ed Schwartz, Todd Bohannon

Minutes approved for June and August.

Robert Huberth/Treasurer

Still waiting for some checks to clear so the current report isn't final. Can push discussion of this to next month.

Lisa Calvert & Nicole Swedberg/Curriculum

Proposal for tutoring assistance distributed. Because federal funding has dwindled to almost nothing and the burden of the cost has been shifted to parents, we need to find a way for the parent group to fund this service for families. Most other schools of our size are trying to do the same thing.

The proposal:

To be called "Academic Coaching" which means small group assistance in reading, writing, and math.

Funding: Combine funds from a)LAP (federal learning assistance program); b) first grade reading; c)tutoring budget; d)monies previously budgeted for drumming; and e)budget surplus not elsewhere assigned, to create one funding source for small-group academic instruction.

Pay rate for tutors: Pay Academic Coaching tutors \$30/hour, which is approximately the per diem rate for teachers.

Student Selection:

- Small group academic instruction is slated for "Tier 2" students—students who are struggling and either do not need or have not yet qualified for intensive "Tier 3" intervention (Marcia or private tutoring outside the school day).
- For "Round 1," fill Cindy's schedule with a) high priority Tier 2 students and b) first and second grade struggling readers.
- As teachers have an opportunity to identify more students, add "Round 2" for November through April
- Begin a Kindergarten Phonemic Awareness group in January (save room in Cindy's schedule).
- Second tutor hired should a) have a teaching background and b) be able to teach Every Day Math.

Discussion: The surplus budget line is still a question. If we include the surplus (approx. \$6K, we can offer 21 hours of tutoring per week. Even without it we can offer 17.7 hours per week, which is still more than the 13 hours per week available last year. The \$6K was

originally in the library budget line, earmarked for new books, but John has already bought \$18K of books from his building budget this year, and does not expect the parent group to repay him. John sees no problem in using this \$6K surplus for academic assistance in 07-08 but that might not be true further in the future.

Ginny usually uses \$1K per year for library supplies and has used approximately \$500 of this already so we need to allow for this.

Denise raised the point that Ginny will need approx \$5K per year to maintain the collection and we need to plan on that for future budgets. Lisa said this plan is just for this year and is a first step in a long-term plan that can be budgeted/hired for predictably. Also there are issues that the teachers want to address to avoid the need for academic assistance in the first place. Therefore, the funding needs for academic assistance will likely be different next year.

Motion: Commit to a new line item that will include: \$6K from the tutoring budget; \$4K from the first grade reading budget; \$1500 from the drumming budget. (The \$3721 in LAP resources will not be in the line item, but will come from John for this new program.) Discuss with Ginny what her needs are for the library for this year before we assign a portion of the library line item to this budget. We will also determine exact program needs based on teachers' input before we allocate any reserve funds anywhere else. **Vote passed.**

Lisa: Hard to put together a new tutoring program *and* do a curriculum night. Agreed not to do the curriculum night so we can do a math night in November.

Denise Spring/Fundraising

Still looking for an auction assistant. Needs site council members to attempt to personally recruit someone for this position. This is a crucial need.

Also need a new caterer, someone who can give us a good discount.

Denise would like to speak at Back to School Night. John ok'd.

Discussion about Back to School Night: Remind parents this is a parent/teacher event. Announcements need to be explicit that children are not a part of this night. Should be in the next newsletter.

Kelly: Publicize the academic coaching program in conjunction with the Walkathon to help kids/parents understand what we will use money for.

Maria Gutierrez/District Relations

Circulated a draft of school calendar. Will distribute the calendar next month.

Dean LaRue/Strategic Planning

Short-term: Mission/vision statement draft coming in next couple of weeks.

Mid-term projects: Issue: Our budget has expanded significantly in recent years, so we will be taking a look at the budget to see if we are using the money in best possible way. Doing comparative analysis for what other schools in our cluster are doing to recruit new families. Will work with marketing/communication group.

Long-term: What is long-term future of school? We are below district staffing/funding lines for 08-09. Will examine whether we grow program to more kids/expand to K-8/move to another building/become a neighborhood school. Who do we want to be? What do we want to look like?

Denise: Our building space limits the flexibility of our current program. Is there a shorter term mechanism so that we can get a portable? (John will answer in his report.)

Robin Hing (new co-chair)/ Communications introduced himself.

Denise Gonzalez-Walker/Grants

KING-5 weatherman Jeff Renner interested in coming to school. Denise will follow up on what he does.

Denise is now doing a P-I school blog (check the reader blogs/chalkboard)

Ed Schwartz/Chair

Meredith Berlin wants to do drama class again this year. Starting October 1st. Needs John's approval. Meredith coordinates with Kids Time. Ed will tell Meredith site council supports. Todd: Brought up that it can be confusing getting the little ones to class. Needs to be worked out before it begins.

Mad Science: Wants to come back but has not been really well received in the past. Ed proposes not to have them back.

Jenny Stewart /Recruitment/Hiring

Should do exit interviews with any families leaving school.

Discussion: There is an instructional assistant (Justin) for next 6 weeks in K classes. He is a district hire and is not being paid with site council money. It would be helpful if Jenny could help put together a pool of people for teachers to draw on. Teachers ultimately select their own assistants. Todd and Crystal are very happy with Justin. To hire him for the year, they will need additional funds beyond their classroom funds. Ed asked them to bring us some cost options next month for hiring Justin.

Tamara/Ombudsman

Feedback box: Welcome back letter that came home on first day would have been more helpful if it had arrived before school started. Suggestion that it could be done via email, because we have emails for kindergarten parents before school starts.

John/Principal's Report

There will be a configuration change next year. He's checking the numbers to make sure his picture gels with the district model. Already he's found the district model has us at 30 students less than we have. He needs them to re-run based on actual numbers. Staffing reductions anticipated for library and office assistant and counselor if their numbers stand. But if the numbers are corrected then we should be able to hold onto these positions. Depending on how that works out, we would get an extra general education teacher that will allow us to move from multi-age classrooms to a looping model. Much easier to maintain uniform enrollment with a looping model.

08-09 weighted staffing standard going into effect. A huge change for our cluster.

Student assignment process will also be undergoing significant change. Our strategic plan will play a huge role in this. We have to be very active in the next year working these questions.

Smooth strong start to year, except a few hiccups in transportation. Kudos to the staff for working so hard over the summer to get ready. New kind of staff gatherings at end of summer emphasized building community and it is showing.

New math will bring issues of pacing/grade level material –staff will spend a significant amount of time on that this year.

New school name is stalled at district level. Superintendent and CAO have approved. Stalled out w/Brita Butler-Wall but hopefully will get her response this week.

New resources in library are fantastic. Also the K-2 library allocation from district for 500 new books for each classroom will be great.

ELOB: Decision to postpone involvement this year with EL because of need for staff training in new math. Will postpone on-site work with EL for this year, but will be doing their expeditions as usual. Teachers can use their funds for professional EL development if they want to. Hope to go back to them next year to renew partnership.

Meeting adjourned.