Los Angeles Unified School District

LOS ANGELES HIGH SCHOOL

**SCHOOL SITE COUNCIL (SSC)**

**MINUTES**

Monday, November 17, 2014

I. **Call to order: 3:25 pm,** by Mr. Kevin Glynn, Chairperson

**II. Roll Call/Minutes**: 10 Members present, Quorum established

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| √ | Dr. Helena Yoon-Fontamillas (Pr.) |  | Kerrie Egerton (OC) | √ | Kalena Macias (S) |
| √ | Kevin Glynn (T)  |  | Ana Valencia (OC) |  | Abigail Jimenez (S) |
| √ | Miguel Perez (T) |  | Erick Morales (C) | √ | Valerie Granados (S) |
| √ | Michael Sturdevant (T) | √ | Joyce Kleifield (C) |  | Andrew Contreras (S) |
| √ | Oksana Pivnenko (T) |  | Lizeth Sanabria (P) |  | Leslie Gomez (S) |
| √ | Michael Scharf (T) | √ | Rosslyn Wright (P) |  | David Ramos (S) |

 (Pr.= Principal; T=Teacher; OC=Out of Classroom; C=Community; P=Parent; S=Student)

Minutes from October 24, 2014 were presented and **unanimously approved**.

**Introduction of Guest**

Dr. Yoon-Fontamillas introduced Mr. Rene Martinez, ISIC Parent Engagement Administrator. He spoke to the council and indicated that the goals of his office included assisting the 120 ISIC schools in forming School Site Councils. They would be providing help with bylaws, sample agendas and training for SSC officers.

**III. New Business**

 **A. SIG Budget Update – Assistant Principal, Melida Haye:** Ms. Haye presented an updated budget in a simplified and more comprehensive format that she developed (copies on file). She explained the procedures involved in moving money around within the grant. It cannot happen quickly, as first a narrative must be developed, a vote taken by SSC, signed off by Principal and SSC Chair, then sent to the SIG office and the California Department of Education (CDE). She stressed the importance of thoughtful planning and planning for longevity. She discussed the idea of forming a subcommittee to review SIG funds for next year. She would chair the committee, and will research the protocol of forming such a committee and report back to the SSC.

 **B. SPSA (Single Plan for Student Achievement) Update – Assistant Principal, Michael Massa:** Mr. Massa explained that the SPSA needed to be updated because of the changes that have taken place, such as a new bell schedule and elimination of SLCs, and the need to incorporate the various other plans (WASC; PSC; Instructional Focus) into the SPSA. The updated SPSA is due December 12th, he therefore requested that the SSC allow the ILT (Instructional Leadership Team) to be assigned as the subcommittee to develop the needed updates. The ILT would meet Wednesday, November 19th at 7:00 am to begin the process with any future meetings to be determined. It was unanimously agreed to assign the ILT the task of updating the SPSA.

 **C. Review and Update SSC Bylaws:** LAUSD has provided bylaws to be adopted by each school’s SSC. It was agreed that Joyce Kleifield and Mike Scharf would review the template, highlight the significant differences between it and the current bylaws, and email the information to the SSC members prior to the next meeting.

 **D. Presentation of Categorical Budgets:** Mr. Lee provided updated budget information for QEIA and Title 1 funding. Mr. Lee was asked to provide the budget information in a different format for future meetings - clearly showing beginning balances, deductions and available funds. He also provided info on the Common Core Budget simply for informational purposes, as it does not fall within the purview of SSC oversight. Dr. Yoon-Fontamillas did want to point out that although there is $30,105. in the Common Core Budget, a request for 25 computers for the library is pending and it will use up that balance. (Copies of budgets are on file.)

This led to a discussion about technology and the pressing need for updated computers throughout the campus. It was decided that Ms. Kleifield would investigate what types of contracts the district has to see where we may be able to get favorable deals.

**IV. Announcements:** Dr. Yoon-Fontamillas stated that it was necessary to change the SSC meeting date originally scheduled for February 18th due to a conflict. It was agreed that the date would be changed to **February 25th**. The Principal also stated that the April meeting date will tentatively be changed to April 15th, but could be sooner depending on the needs for budget development to take place.

**V. Public Comment:** No public comment

**VI. Meeting was adjourned at 4:36 pm**

**TENTATIVE MEETING DATES: December 17, 2014**

 **January 21, 2015**

 **February 25, 2015**

 **March 18, 2015**

 **April 15, 2015.**

Respectfully Submitted: 12/12/14 by Joyce Kleifield, SSC Secretary

Approved: 12/17/14