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**SSC Meeting Minutes**  
**Lincoln High School**  
September 29, 2010

Members present:

**Staff**

- Ana Shapiro, Principal (Ex officio)
- Ray Adair, teacher (Secretary)
- Nikki Kimball, Teacher
- Frank Alardi, Teacher
- <vacant>, Teacher
- <vacant>, Teacher
- Judy Heisel, Staff
- Martha Corrales, Staff

**Parents/Community Members**

- Yazmin Bozin, Parent
- Michelle Bryant, Parent
- Keashonna Christopher, Parent
- Eventa Brown, alternate
- Nicolas Espinal, Parent alternate

**Students**

- Jeannifer Prieto, Public Safety
- Harlyn Cooper, Science & Engineering
- Dalia Ayala, Social Justice
- <vacant>, Arts

**Vistors:** Cindy Gruenbaum, Michael Fisher

ITEM	DESCRIPTION/ACTIONS	MEETING SUMMARY
<b>Call to order</b>		Meeting called to order at 4:34 by Ana Shapiro
<b>Public Comment</b>	Michelle Bryant	Michelle Bryant noted that she did not see ballots on parent night and was unable to vote for SSC parent positions. We needed to have tables at centers in addition to the balloting at the main parent event.
<b>Minutes</b>		Michelle Bryant moved and Jeannifer Prieto seconded that we approve the minutes without changes.
<b>Action Items</b>	A. SSC officer elections	The bylaws were distributed and reviewed with a focus on office election requirements. Martha Corrales nominated Michelle Bryant for chair and Michelle accepted.  There were no other nominations. Martha Corrales nominated Jeannifer Prieto for vice-chair. Nikki Kimball nominated Nicholas Espinal for vice-chair. Jeannifer Prieto won my secret ballot.  Harlyn Cooper nominated Ray Adair for secretary. He accepted the nomination.
	B. SSC meeting schedule	The consensus was that Wednesday is the best day. The real discussion centered around the start time. Parents need a later start time to allow for parent participation.

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		Eventa Brown moved that we alternate start meetings at 4:30 with some meetings at 6:00. The discussion included a review of the calendar and when it would be possible to have later meetings. The dates chosen were: October 27, November 18, December 15, January 26, February 23, March 23, April 27, May 25 and June 8. All meetings will start at 4:30 except for 6:00 meetings on December 15, March 23 and June 8. Jeanniffer Prieto moved and Martha Corrales seconded that we approve this meeting schedule. The motion passed unanimously.
	<b>Budget transfer 1</b>	Ana Shapiro explained the need for budget transfer one: Resource 30100 - \$14,000 from Account 1157 (Classroom teacher hourly) to 1957 (Non classroom teacher hourly) FOR PROFESSIONAL DEVELOPMENT ALIGNED WITH SPSA GOALS. Funds need to be shifted from a budget that is not over-stressed, because teacher classroom time is already covered by their regular salaries, but there is a strong need for funding teachers for work requirements beyond the regular work day. Ray Adair moved and Martha Corrales seconded that we transfer the funds as requested. The motion passed unanimously.
	<b>Budget transfer 2</b>	Resource 70900 - \$6,000 from Account 4301 (Instructional Supplies) to 5733 (Duplicating paper) FOR COMMON ASSESSMENTS, CLASSROOM USE. Ana Shapiro explained that copy paper must now be accounted for in an account separate from instructional supplies. Ray Adair moved and Jeanniffer Prieto seconded that we transfer the funds as requested. The motion passed unanimously.
	<b>Budget transfer 3</b>	Resource 70910 - \$6,000 from Account 4301 (Instructional Supplies) to 1192 (Substitutes) FOR MANDATED CELDT TESTING PROCTORS. Ana Shapiro explained that funds to pay for substitutes to administer the CELDT tests was necessary due to the large number of EL students at Lincoln. Ray Adair moved and Frank Alardi seconded that we move the funds requested. The motion passed unanimously.
<b>Discussion Items</b>	A. SPSA review and data update	Ana Shapiro reviewed the SPSA and briefly described minor changes that we will need to make to the SPSA to include specific goals for Science and Social Studies. She explained the goals and structure of the SPSA but left it to members to read the document carefully. Data from Chapter 1 of our WASC Self Study document will be presented to the SSC at our next meeting.
	B. How to limit meetings to one hour	Michelle Bryant suggested that receiving data in advance of the meeting would help make meetings quicker. We also need to arrive in advance of the start time so that we may start on time. Ray Adair offered that we need to enforce self-discipline, keeping to the topic and

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		speaking succinctly. Martha Corrales asked if we would have committees reporting to us. If so, submitting the reports in advance will help. It was suggested that DAC updates be emailed to all members in advance.
<b>New Business</b>		There was no new business.
<b>Roundtable</b>		<p>Nicholas Espinal announced he will attend a press conference at the border where an immigrant was tasered last month.</p> <p>Michelle Bryant said that there are cluster meetings to help us develop feeder middle schools and that the participation of Lincoln staff is critical. They are posted on the school and district web site. We need to voice our concern to make sure our students take advantage of what Lincoln has to offer. We have many proficient students who leave the community for middle school and return for high school less than proficient.</p> <p>Michelle Bryant noted that Parent Night was the required Title I meeting and asked if there is another scheduled. Ana Shapiro said that the only scheduled meeting is a conflict with the next cluster meeting. Martha Corrales felt that we could leave the scheduled meeting as is but finish early and everyone attend the cluster meeting.</p>

Michelle Bryant adjourned at 5:51.

Minutes recorded by Ray Adair