

MINUTES SHOULD CONTAIN:

- ❖ Date, place and time of meeting
- ❖ Roster of persons/member/officer title in attendance
- ❖ All motions, whether adopted or rejected
- ❖ The name of the person making the motion; the name of the person who seconded the motion
- ❖ Points of the order and appeals, whether sustained or lost
- ❖ Elections: names of nominees and election results should be recorded
- ❖ Name of secretary or recorder submitting minutes for review
- ❖ Minutes should reflect SSC approval or approval with revisions
- ❖ Minutes should be kept on file for reference and review

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September 21, 2022

3:20

Library Classroom

**Members in Attendance:**

☐ Vanessa Counte

☐ Anh Tran

☐ Patrick Leahy

☐ Nallely Gutierrez

☐ Beth Hoffman

☐ Ron Viera

☐ Ryan Bourke

☐ Darci Keleher

☐ Anna Redmond

☐ Isabelle Poupeau

☐ Stephan Corbel

☐ Nicole Wolfe

☐ Sally Katovsich

☐ Hanny Patel

☐ Leslie Loughlin

☐ Patricia Ballarin Fontes

☐ Nathaniel Blum

☐ Joe Montanez

1. **(AI) Review and Approve Minutes** from [May 18 2022 Meeting](#) (2 minutes):

Pass on this item; minutes need to be located.

2. **PTSA Report** (5 minutes)

230 members approximately so far. Hoping to increase membership from teachers and students. Back to school picnic was last Friday. Movie nights coming up. 8th grade on Sept. 30, 7th grade on Oct. 7, 8th grade on Oct. 14.

Drama is underway. Students will find out their parts this week. A lot more people showed up than there were rolls for. For safety reasons several students were not able to be in the play. Jan. 20-22 will be Peter Pan.

On Sept. 30 Ryan will host a DEI event. Community Conversations. Planning about 5 throughout the school year. Coffee and food. Will be right after drop off in the morning but a great way to start the conversation about diversity, equity, and inclusion.

3. **ELAC Report** (5 minutes)

Meeting tomorrow at 9:20am. Coffee and bagels!

4. **Principal's Report** (5 minutes)

Intent of SSC is to devise and help implement goals for school improvement. Looking forward to awakening kids to the nature of learning now that we are back in person. Ryan wants us to keep in mind the potential of the students. When we are faced with decisions to think "Is it good for kids?", "Is the benefit for some kids at the expense of BIPOC kids?" and "Is it sustainable?"

5. **Activities** (45 minutes)

a. Election of Officers (AI)

**Chair:**

Leslie Laughlin moves to nominate Stephan Corbel as chair, Patricia Ballarin Fontes second. All were in favor, none opposed... **Stephan Corbel** is Chair

**Vice Chair:**

Leslie Laughlin moves to nominate Anna Redmond, Sally Katrovsich seconds. All were in favor, none opposed... **Anna Redmond** is Vice Chair

**Secretary:** Rotating roles; decided on at each meeting

b. **SSC Orientation/Training** (File will be shared in the SSC folder)

Ryan presented SSC orientation/training Powerpoint

Why are School Site Councils important: Equity and representation of all members of the community.

Who is the School Site Council?: Parents, teachers, students and other staff.  
SSC develops annual reviews and updates the SPSA.

What drives SSC: Collaborative effort to move forward.

What does the SSC Need to Know? Legal requirements, Data Analysis, etc.  
Approximately \$150,000 in the funds. No Covid Funds available. Legal Requirements will be attached to the shared SSC folder so members can look it over whenever they want. There are 9 legal requirements.

Seven Steps for developing the SPSA:

- 1) Analyze student achievement data
- 2) Measure the effectiveness of current strategies
- 3) Identify goals, and key improvements
- 4) Define timelines personnel and expenditures
- 5) Recommend the SPSA to the local governing board
- 6) Implement the SPSA

## 7) Monitor Implementation

Sally Katovisich asked about whether we will look at other areas besides testing data to drive our school improvement.

Ron Vieira mentioned the climate survey that goes out to students annually.

Patricia expressed concern about how we will deal with the budget that changes. "Can we look 2-3 years ahead?" Can we develop something that will continue for many years down the road.

Ryan mentioned that we should look down the road and thinks we might be able to develop a second advisory committee to develop a strategic plan for LMS.

Hanny said that we should check the needs of core functions like learning a second language or learning a second skill that will be more functional beyond music.

Stephan, Patricia stated support for moving forward with strategic plan discussion

Hanny stated the importance of including student input

Nallely raised the desire of some parents to support the Spanish language program at LMS. Ryan suggested that the 11/16 meeting agenda the strategic plan work; Patricia supported the idea.

### **November mtg: declining enrollment and strategic plan**

Patricia and Hanny asked the question for discussion in the Nov meeting (or possibly a subcommittee meeting in October)- why is the enrollment declining? What is the trend? (moving states, counties, or to private schools, homeschooling, etc.) What is the permit process?

#### c. Program Monitoring

##### i. School Budget Review and Approval (AI)

Patricia, Leslie, Stephan discussed that budget was reviewed and approved in our May meeting last year. Patricia asked if any budget lines will be affected by the teacher raises.

##### ii. School Plan for Student Achievement (SPSA) Update (DI)

Leslie mentioned that goal #1 is generalized and discussed making a more focused goal personalized to this school (gave example of McKinley focused specifically on academic discourse). Patricia offered support for making the goal more measurable.

Stephan asked if we have the goals written in more detail on another document with action steps.

Stephan asked to put the SPSA on the Lincoln school website or in a folder for the new members of the committee to review.

6. **SSC Questions, Comments, Concerns** (5 minutes)
7. **Public Comments** (5 minutes)
8. **For the Good of the Order**
9. **Adjourn** (or or before 4:30) Principal Bourke moved to adjourn the meeting at 4:40pm.