

## **SY17-18 LSC Minutes**

### **Scammon School**

#### **REGULAR MEETING**

**Meeting Date: 11/2/17**

**Meeting Start Time: 4:30 p.m.**

**Location: Room 113**

**I.** The **November 2nd, 2017** Regular Meeting of the Scammon Local School Council was called to order by the chairperson, Ms. Angelica Torres, at 4:30 p.m., in Room 113 of the Main Building. A quorum was present.

#### **Members in Attendance:**

Angelica Torres, Parent Rep

Yolanda Toledo, ESP Rep

Antonio Torres, Parent Rep (4:56)

Chris Zuniga, Teacher Rep

Rosibel Martinez, Parent Rep (left @5:55)

Debra Parsons, Teacher Rep

Maria Torres, Parent Rep (4:35)

Nettie Koster, Community Rep

Rosa Tenemaza, Parent Rep

Rich Catalan, Community Rep

Guadalupe Huerta, Parent Rep (4:35)

**II.** A motion was made by Ms. Angelica Torres to amend the agenda to include PTO update. It was seconded by Mr. Catalan and unanimously approved.

**III.** A motion was made by Ms. Angelica Torres to approve the minutes from the 10/5/17 meeting. It was seconded by Ms. Koster and unanimously approved.

**IV.** The LSC Chairperson, Ms. Angelica Torres, reviewed the protocol for public comments. All attendees wishing to address issues at the LSC meeting must sign in. Two minutes will be allowed per speaker. Public comment time has been moved up on the agenda.

#### **V. Principal's Report:**

##### **Financials -**

Mr. Liberos stated that he would like to make funds available for any staff member wishing to pursue an ESL endorsement - up to \$2,000 per teacher; \$10,000 max would be made available. Funding would come from transfers from recess supervision and supplies. The \$10,000 limit could assist up to 5 teachers receiving endorsements. A motion was made by Ms. Koster to approve transfer of available funds, it was seconded by Ms. Angelica Torres and unanimously approved.

##### **Operational -**

Mr. Liberos reported that the Network visited Scammon to view and discuss lingering construction issues. According to construction firm, all work is done as of 11/1, however there are still leaks on the roof and tarps covering air vents. Damages will be repaired over Thanksgiving break.

##### **Instructional/District -**

- 2017-2018 SQRP shows Scammon has reached a Level 1+ status. Mr. Liberos will be giving the "State of the School" address at the November 13th PAC meeting.

- Teacher REACH Observations have begun. A schedule has been released.

- MATH Competition: Ms. B's 6th grade math students competed in a math competition at Lane Tech High School, they came in 2nd place. This was the first time Scammon students participated in this event. Next year the 7th and 8th grade students will also participate.

- ASPIRA before and after school programs began October 23. These programs target literacy support. The 1 hr. morning session runs from 7:00-8:00 for 4th-8th grade. The 2 hr. after school program runs from 3:00-5:00 for 2nd and 3rd grades.

- An ELL Audit was performed. Written documentation and results are yet to come. Any noted deficiencies will be corrected.

- Scammon is joining in partnership with Intrinsic. They recently visited Scammon to view our SPED program.

**Community/Family Engagement -**

- 1st grade held a Parent Workshop to show parents how to utilize software programs at home.

- Scammon's Student Council will be holding a Food Drive from 11/15-12/15/17.

**VI. Internal Accounts -**

- Ms. Stubbs provided a copy of, and explained, the Internal Accounts Reconciliation Report. This report indicates any funds received through school fees and fundraising and deposited into Scammon's checking account. Small accounts can be set up within the checking account. Any monies collected are entered into the cash receipts journal and a receipt is generated. Cash disbursements can be transferred from the checking account to a budget line. Any dollars in internal accounts can only be transferred to cover items that directly impact students. Monthly reconciliation is based on funds from the previous month.

**VII. ILT -**

- The ILT is currently meeting with all grade levels, identifying Tier 3 students and interventions. The next meeting will be held on 11/14/17. Minutes will be provided to the LSC at the 12/7/17 meeting.

**VIII. PAC and BAC Budgets -**

- Ms. Stubbs also provided a copy of the BAC and PAC Accounts Summary. These funds are Title 1 Funds (Federal). The summaries show the current year dollars available. The BAC and PAC will provide the LSC with their budgets and minutes from their meetings.

**IX. PTO Update -**

- Ms. Wissert, Ms. Govea, and Ms. Max announced that after paying for expenses and procuring liability insurance for the PTO, the profits for the "Candy Gram" sales and Halloween Dance were \$1,845.83.

They also presented proposals for 3 new PTO sponsored events:

- 1.) "Winter Wonderland" Dance - to be held after school (5:00-7:00) for 7th and 8th grade students. This would be a pre-sale event and would include a DJ, photo booth, and refreshments. Only students in good-standing (behaviorally) would be permitted to participate. Open to current Scammon students only. Price will be contingent on expenses and food items selected for the event. A motion was made by Ms. Angelica Torres to approve this event, it was seconded by Ms. Koster and unanimously approved.
- 2.) "Holiday Boutique" - Open to all Scammon students. Items for sale for holiday shopping are from \$1.00-\$5.00. A motion was made by Ms. Koster to approve this event, it was seconded by Ms. Angelica Torres and unanimously approved. (This event warrants final approval by administration based on concerns of logistics and disruptions during NWEA testing.)
- 3.) "Casual Friday" - Out of uniform day once a month. Students will pay \$1.00. A teacher survey showed that 75% of teacher approve of this activity and 25% do not. A motion

was made by Mr. Zuniga to approve this event, it was seconded by Ms. Angelica Torres and approved by 10 LSC members/1 opposed.

- All PTO events are to be fundraisers for a school playground. Mr. Libereros has some concerns and will be meeting with the PTO members to ensure that all funds are collected and recorded transparently. He also voiced concerns about logistics and disruptions throughout the school day.

**X. Public Comments -**

- Parents noted that there has been a noticeable culture and mindset change at Scammon and a round of applause was given.

**XI. New Business**

**Expenditure Limits for SY 2017 - 2018 -**

- The LSC voted to give Mr. Libereros a \$4,000.00 limit on expenditures from Scammon's Internal Accounts without LSC Approval. A motion was made by Ms. Parsons to approve this limit, it was seconded by Ms. Toledo and unanimously approved.

**Principal Evaluation -**

- The LSC will hold an informal training session to review and discuss the criteria for the Principal Evaluation and to develop a timeline on November 9th at 4:30. Attendance is voluntary for any members who may want to attend.

**XII. Agenda Items for the next meeting are:** Principal's Report, Internal Accounts Report, ILT, BAC, PAC reports and minutes, PTO update, SQRP & CIWP updates, and Principal Evaluation - Competency A and evaluation timeline/meeting schedule.

**XIII.** A motion was made by Ms. Angelica Torres to adjourn the meeting. It was seconded by Ms. Koster and unanimously approved. **The meeting was adjourned at 6:45 p.m.**

**The next Regular Meeting will be held Thursday, December 7th, 2017 at 4:30 p.m. in Room 113 Main Building.**

**Respectfully submitted,**

**These minutes were approved as read (corrected) on \_\_\_\_\_**