

SAN DIEGO UNIFIED SCHOOL DISTRICT  
SAN DIEGO SCHOOL OF CREATIVE AND PERFORMING ARTS

**Governance Team Meeting**

September 22, 2008, 2:15 p.m.

Library/Media Center

**MINUTES**

**Members Present:** Mitzi Lizárraga, Roxann Hatfield, Scott Graham, Georgia Moore, Julia Roberts, Richard Swain, Jackie Whiteley, Becky Logan, Ron Lencioni, Ruby Wilson, Nannie Osawa, Katrina Frontiero, and Barbara Sanchez.

**Absent:** Dana Newton, Roxanne Pompilio, Michael Smiley, and Jacque Young,

**Visitor:** Lisa Hayes

The meeting was called to order at 2:15 PM. The minutes of the May 12, 2008 were to be approved at the September meeting, pending a quorum, but was not on the agenda. Minutes of the June 9, 2008 meeting were reviewed. The following additions in the Principal's Report were made: Scott Graham made a motion to approve minutes, Richard Swain second. All members approved.

**Principal's Report:**

The following voted Governance Team members were identified for the 2008-2009 year: Roxann Hatfield continues as year 2 teacher, Jackie Whiteley will be a year 1 teacher representative, and Becky Logan continues as year 2 teacher representatives. Governance Team vacancies include one teacher, three parent, and one classified position. Mitzi Lizárraga made a motion to accept changes; Becky Logan second; all members approved.

Members were asked to submit any corrects to the 2008-2009 Student & Parent Handbook, to improve next year's issue. Honor Roll students, from last semester, will be invited to the first performance in the Grand Theatre.

Barbara Sanchez, chair, led introductions for the following committee reports until the election of new officers:

**Budget** – Gloria Garcia provided a "Resource Department Budget Status Report," period ending 9-22-08, listing balances in resources approved by SSC, totaling \$99,739.91. Any transfer of expenses requires a categorical transfer form and justification.

Per Mitzi Lizárraga, student enrollment was down from the budget workbook forecast. Two CPU's were lost due to the decrease, but were funded from \$371,000 carried over from last year.

Funding of the V.P. position was possible with a portion of carryover funds. Richard Swain asked about repairs to the Marquee. Pedro Reyes is looking into the situation.

**Master Schedule** – The Master Schedule is receiving fine tuning. Enrolling students at mid-year causes complications. A different schedule is needed for magnet school enrollment.

**Disaster & Emergency Preparedness** – Scott Thomason is making needed adjustments to the plan. A fire drill will be conducted soon. For Open House, lights will be on, restrooms will be open, and sprinklers will be off. Jackie Whiteley and Julia Roberts mentioned better lighting needed near their rooms.

**Professional Development** – The focus of professional development is on Professional Learning Communities, which is a result of the Vision Meetings started last year. Mitzi Lizárraga is looking into Math and English smart goals related to the School Site Plan. Site funding of professional development requests will require a presentation at staff and departmental meetings. The focus will be on student achievement and success.

**Discipline and Attendance** – Per Becky Logan, Saturday School will take place every other Saturday, minus 3-day weekends, and will target at-risk students who are missing attendance, grades, and who did not complete the summer reading assignment. Ruby Wilson suggested having positive reinforcement for behavior, most improved. Scott Graham volunteered to chair a Discipline Committee. ConnectEd can be programmed to broadcast in other languages to reach non-English speaking parents.

**School Climate** – Ruby suggested displaying summer reading projects in the library to share with fellow students, as this is the first year the assignment has been required.

A motion was made by Jackie Whiteley to combine the Discipline and Attendance Committee with the School Climate Committee. Georgia Moore did second the motion.

**Instructional Council** – Instructional Leadership Team is the new title for the Instructional Council. Meeting dates for the year have been added to the Master Calendar. This team drives the force for student achievement. The Principal will look at the members on the team and may invite others.

**Social/Staff Recognition** – There are openings on the Social Committee. Roxanne Pompilio is not able to lead the Social Committee, but is willing to assist.

**Technology** – Teachers must take attendance every period, every day. If technical difficulties are causing problems, they must be corrected. The district is still working on creating ParentConnect passwords. Passwords will be issued from the Attendance Department.

**Parent Involvement** – Ruby Wilson suggested consolidating all parent group information. She also feels having 2 or 3 parent meetings, this year, will help parents get information they need to help their students succeed. Nannie Osawa reported on upcoming Parent University projects. Laura Snarponis will be attending a district volunteer meeting on October 8<sup>th</sup>.

### **Roundtable**

Late bus passes are to be given by teachers conducting after-school activities. Lists of after school activities should be shared with library, security, and office staff to help insure at-risks students attend extended day reading and math classes

Motion to adjourn by Roxann Hatfield; second by Richard Swain; approved by all.

The meeting was adjourned at 3:32 p.m.

Minutes recorded by Katrina Frontiero

