

SSC General Meeting

January 27, 2010

The meeting was called to order at 4:45 by Kimberly Diggs.

Members in attendance: Kimberly Diggs, Ray Adair, Ana Shapiro, Harlyn Cooper, Jeanniffer Prieto, Nicolas Espinal, Jeanniffer Prieto, Eventa Brown, Cindy Gruenbaum, Michelle Bryant, Martha Corrales and Yasmin Bozin.

Members absent: Rand Lorah, Frank Alardi, Nikki Kimball, Briaja Lloyd, Chris Walker and Sammy Felipe.

Visitors: Vivian Blanco, Francine Maxwell, Michael Fisher, Peaches Turner, Jesse Marin, Tasha Williamson, Korral Taylor, Sharon Powell and Khalil Battle.

Minutes: There are no February minutes because there was no quorum. Jeanniffer Prieto noted that her name was listed as absent and present. She was present. Michael Fisher's name was misspelled (Fischer). Harlyn Cooper moved and Jeanniffer Prieto seconded to approve the January minutes with the noted corrections. The minutes were approved unanimously.

Public Comment:

Cindy Gruenbaum asked that the traffic light on Imperial in front of the school does not work well. Michelle Bryant noted that the second Monday of each month that Sheila Jackson is sponsoring a Lincoln Cluster meeting. Nicolas Espinal noted the annual conference (see handout)

Action Items:

Ana Shapiro reviewed the time management guidelines attached to the agenda (see attachments). We also discussed time restraints necessary to deal with the tasks at hand. Our meetings are going to more demanding in the next couple of months as our main responsibilities for developing next year's SPSA and budget.

Ana Shapiro moved and Harlyn Cooper seconded a motion to change the meeting time to 3:30. Michelle Bryant asked that since we have a new time management that we may not need to start earlier. Cindy Gruenbaum offered that we should limit the entire meeting time but had no problem with an earlier start time. Ana Shapiro agreed that with only one 4:30 meeting remaining that it might make sense to not change the time. Eventa Brown noted that she couldn't attend 3:30 meetings. Michelle Bryant asked how we could change the budget if we don't have later meetings. The motion did not pass.

Ana Shapiro moved that we discuss the amendment to Article II, Section C, change to read: "Each member of the SSC is entitled to one vote and may cast that vote on any matter submitted to a vote of the SSC. Members may vote by proxy only after items have been discussed openly in SSC. Members may select another voting member of SSC to vote on their behalf." Cindy Gruenbaum offered the option that adequate supporting documentation if provided in advance. Ana Shapiro offered to adapt the wording to include: "been discussed openly in SSC or adequate documentation has been provided at least three days in advance." Harlyn Cooper moved to extend proxy voting dialogue and Jeanniffer Prieto seconded. Francine Maxwell offered that we should have visual aides and online computer access for members to fully participate. The

wording was revised to “Members may vote by proxy only after items have been discussed openly in SSC with the member present or if the proposals are mailed three days in advance with supporting documentation, then the member need not be present. Members may vote by proxy no more than two times a school year.” Ana Shapiro moved to vote and Cindy Gruenbaum seconded. The motion passed with one abstention.

Ana Shapiro moved to discuss and Harlyn Cooper seconded to the amendment to Article IV, Section A: Officers: Shall we add “The Principal shall substitute for the chairperson and vice-chairperson in the event they are both absent.” Ray Adair moved that we accept the motion as worded and Ana Shapiro seconded. The motion passed unanimously.

Ray Adair moved to discuss and Harlyn Cooper seconded an amendment to Article VI, Section D: Quorum. Shall we add: “If a quorum is not reached after the first 20 minutes of the scheduled session, the meeting will be cancelled. A special meeting may be called before the next scheduled monthly meeting.” Ray Adair noted that the chair has the authority to call a special meeting but that there is no harm in this clarification. Ana Shapiro offered to adjust her amendment to 15 minutes after the discussion indicated a consensus that 20 minutes was excessive. Ray Adair moved and Harlyn Cooper seconded that we vote on the motion with the 15-minute time limit. The motion passed unanimously.

Item D: Teacher non-classroom hourly should have been the budget cited for Project 23. The budget needs to be changed to 1157. Cindy Gruenbaum noted that the budget should have been 1957. Vivian Blanco and Ana Shapiro noted that correction. Michelle Bryant moved to extend the discussion time three minutes and Eventa Brown seconded. Project 2 needed to convert \$1,000 for teacher hourly to instructional materials/supplies. Project 10, the NCTM conference, was delayed by district procedures and missed the best rate deadline. The current rate will cost an additional \$1,067. Ana Shapiro moved and Ray Adair seconded to discuss increasing Project 10 to \$5,400. Ana Shapiro moved to vote and Jeanniffer Prieto seconded to approve the change. The motion passed unanimously.

Ana Shapiro reviewed the SSC project expenditures to date. Vivian Blanco discussed what is reflected in the review, explaining the process of receiving time cards and when they show up in the budget. Many projects that are spending money are finding that real costs are less than anticipated. Project 6, 12 13 14 15, 17, 18, 19, 20 and 30 are completed. Harlyn Cooper moved to extend the discussion three minutes and Eventa Brown seconded. Jeanniffer Prieto asked if more money can be spent than appropriated. The answer was clearly no, projects may spend up to the funding level but not beyond. Our main challenge will be spending all appropriate funds.

Cindy Gruenbaum left at 6:05. We still had a quorum.

Project 33: Springboard Texts – Ana Shapiro discussed the role of Springboard texts and their purpose at Lincoln. She explained that additional students at the beginning of the second semester are not covered by additional funds. Michelle Bryant moved and Ana Shapiro seconded that we vote to support the project. The motion passed with one abstention.

Project 34: High School Conferences – Ana Shapiro explained the project. Michelle Bryant moved and Harlyn Cooper seconded that we vote. Martha Corrales asked for clarification about the timeline. Ana Shapiro noted that we are paying for only the listed events and not for unspecified future events. The motion passed.

Project 35: Counselor Summer Hourly – Ana Shapiro explained the project proposed by Ana Alvarez. We need counselors working during the summer in hours that are not covered by their regular contract. Harlyn Cooper moved to discuss with Martha Corrales seconding. Martha Corrales asked how the budget would work with the fiscal year ending June 30. Harlyn Cooper moved that we add five minutes for discussion and Ana Shapiro seconded. Ana Shapiro noted that next year’s budget is an unknown at this point and that we need to focus on spending these funds before June 30. Francine Maxwell asked that the project administrator provide details about how the funds are spent. Yasmin Bozin moved to table pending the details for spending. Eventa Brown seconded. The motion carried and was tabled.

Project 36: Math Manipulatives – Ray Adair explained the need for math manipulatives. Michelle Bryant moved to vote on the project 36 and Harlyn Cooper seconded. The proposal passed.

| Proposal | Amount Requested | Amount Approved | Vote | | | |
|----------|-------------------------|-----------------|---------|---------|---------|---|
| | | | For | Against | Abstain | |
| 33 | Springboard Texts | \$900 | \$900 | 9 | | 1 |
| 34 | High School Conferences | \$1500 | \$1500 | 9 | | |
| 35 | Counselor Summer Hourly | \$2,000 | | tabled | | |
| 36 | Math Manipulatives | \$5,000 | \$5,000 | 9 | | |

Martha Corrales had to leave at 6:35. We still had a quorum.

Ana Shapiro reviewed our recent SPSA training. The core insight from our group discussion was the need to focus on one ELA strand (reading comprehension) and Math strand (graphing). April 5, the next minimum day with PD, will work on these strands. Ana Shapiro shared attendance data and the graduation rate calculations from the district. This data will be an important part of forming our new SPSA with measurable goals.

Item I: Formation of an SPSA Subcommittee- Ana Shapiro asked for volunteers to focus time drafting the new SPSA plan in conjunction with the ILT and interested parties. Kimberly Diggs, Ana Shapiro, Michelle Bryant and Ray Adair volunteered. Ana Shapiro offered that we could extend an invitation to absent members.

Discussion Items:

- A. WASC sample reports – Ana Shapiro offered sample reports she has participated in. Currently three teachers have made WASC visits to other schools.
- B. Title I Conference – The Southern California conference is April 29 and 30. It was proposed that we fund up to fifteen individuals to attend the conference with a total cost of up to about \$500 for each attendant (\$275 registration fee and one night hotel). Applicants need to apply by April 12.
- C. ESLR development – Expected School-wide Learning Results are being developed in preparation for next year’s WASC review. The ESLRs to date are online. Visit the Lincoln web site and look for the WASC category.

New Business:

Roundtable:

Francine Maxwell submitted a report from the AAAE Conference. She opined that this conference could be a good opportunity to help shape our urban school. Ana Shapiro suggested that this conference could be an important part of our continuing development.

Michelle Bryant offered that she felt she was not prepared to do this job. She contacted Dr. Weinshanker about the appropriateness of our spending on EL issues. Dr. Weinshanker said that this is appropriate expenditure. Michelle Bryant stated that she believes all students need to be served.

Francine Maxwell asked for input on the quality of our roster. Is everyone on SSC committed and attending? She also asked that the roster reflect what groups are represented (parents, staff, students).

Sharon Powell asked for clarification about money raised in the basketball program. She invited anyone to attend monthly meetings in Coach Bryant's classroom the third Wednesday of each month. The next meeting should be April 14. Call Jason Bryant for confirmation. She also feels that outreach needs to improve.

Eventa Brown voiced concerns about staffing for the parent center. It is critically important and needs to be funded. She also offered that the time management structure should include explanation before the time limit starts.

The meeting was adjourned at 7:15.
Minutes respectively submitted by Ray Adair.



Abraham Lincoln High School

4777 Imperial Avenue
San Diego, CA 92113

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School Site Council

<http://lincolnhighsd.net>

Time Management in SSC Meetings

- **Public Comment**
 - Limited to first 15 minutes of monthly meetings
 - Speaker may address comments within a three (3) minute timeframe

- **Time Keeping**
 - Time limits will be placed on all agenda items when posted prior to each meeting
 - At each meeting, an SSC member will volunteer to keep time for public comment, discussion and action items.
 - For speakers, a yellow card will be raised to signify 1 minute remaining, a red card will be raised to signify time limit has been reached.

- **Name Placards**
 - Each voting SSC member has been issued a name placard
 - When member wishes to speak, their placard must be raised and recognized by the Chair
 - The Chair is responsible for keeping track of the order in which members raise their placards and call on individuals accordingly



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#33

SpringBoard Texts

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| Person (s) submitting proposal | Ana Shapiro for Lincoln Administration |
| SMART Goal Addressed | <i>5. Lincoln's grade 10 students, and corresponding subgroups, will decrease the number of non proficient students on the ELA CAHSEE by at least 10%.</i> |
| Reporting Group targeted | All |
| Data to support specific need <i>(attach additional sheets as necessary)</i> | All Lincoln 9 th and 10 th grade classes use the College Board's Springboard curriculum for pre-AP instruction. These consumable student books were first purchased with GEAR UP funds that no longer remain. Since the start of second semester, we have enrolled an additional 67 students, with the number growing daily. The program is outlined on the reverse side of this proposal. |
| Brief summary of action to be implemented | Purchase additional copies of SpringBoard books as needed. |
| Person/s responsible for carrying out work | Ana Shapiro |
| Funding requested <i>(include human and material costs)</i> | \$900 (each book is \$8.64) |
| Measures to be monitored for progress | CST scores |
| SSC USE: | <i>Approved 3.24.10</i> |

"The mission of Lincoln High School is to create a school community that inspires and supports academic excellence and exceptional character."

Submit to Ana Shapiro on or before December 14th

“The mission of Lincoln High School is to create a school community that inspires and supports academic excellence and exceptional character.”



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#34

High School Conferences

| | |
|---|--|
| Person (s) submitting proposal | Ana Shapiro for Lincoln Administration |
| SMART Goal Addressed | 4. By August 2009, plans will be developed to create more opportunities for student groups to showcase, understand, and promote awareness of the diverse cultures reflected on campus. |
| Reporting Group targeted | All |
| Data to support specific need <i>(attach additional sheets as necessary)</i> | |
| Brief summary of action to be implemented | Lincoln students have been invited to attend High School conferences held at San Diego State University. Afrikan Student Union: February 27, 2010 Association of Chicana Activists February 20, 2010 Asian Pacific Student Alliance March 13, 2010 Women's Outreach Association March 26, 2010 |
| Person/s responsible for carrying out work | Lincoln Student organizations (ARSO, AESA, MEChA) and their faculty sponsors |
| Funding requested <i>(include human and material costs)</i> | \$1500 for transportation |
| Measures to be monitored for progress | Lists of student attendees |
| SSC USE: | <i>Approved 3.24.10</i> |

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Counselor Summer Hourly

#35

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| Person (s) submitting proposal | Ana Maria Alvarez, for Lincoln Administration |
| SMART Goal Addressed | All |
| Reporting Group targeted | All |
| Data to support specific need <i>(attach additional sheets as necessary)</i> | Lincoln's counseling department is instrumental in parent outreach, student interventions and remediation, the creation of 4-year plans, etc. Counselors' work year is the same as teachers (ends the day after the last day of school, and begins two days before school starts). There is additional work in the interest of student and family supports that counselors attend to in the summer. |
| Brief summary of action to be implemented | Counselor hourly for tasks in alignment of Lincoln's comprehensive counseling plan and master calendar. |
| Person/s responsible for carrying out work | Ana Maria Alvarez |
| Funding requested <i>(include human and material costs)</i> | \$12,000 for counselor hourly |
| Measures to be monitored for progress | |
| SSC USE: | |

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#36 Math Manipulatives

| | |
|---|--|
| Person (s) submitting proposal | Ray Adair |
| SMART Goal Addressed | <i>Lincoln's grade 10 students, and corresponding subgroups, will decrease the number of non-proficient students on the Math CAHSEE by at least 10%.</i> |
| Reporting Group targeted | All Lincoln students taking Applied Math, Unifying Algebra Algebra, And Geometry. |
| Data to support specific need <i>(attach additional sheets as necessary)</i> | Lincoln 9 th -grade students started this school year at a 6 th grade equivalent according to our STAR Math data. Lincoln's Math proficiency for 10 th graders last year was less than 5%. Initial assessment data using Algebra Readiness indicate fundamental number sense deficiencies that could be remediated using Base 10 Blocks and other manipulatives. |
| Brief summary of action to be implemented | Purchase math manipulatives to include Base10 Blocks and Base 10 mat for place value and decimal comprehension. |
| Person/s responsible for carrying out work | Ray Adair |
| Funding requested <i>(include human and material costs)</i> | Math Manipulatives: \$5,000 <ol style="list-style-type: none"> 1. Class set (50) Base 10 Blocks and Mats: \$2,500 2. Manipulatives to be determined: \$2,500 |
| Measures to be monitored for progress | Internally developed common assessments using DataDirector. Progress in math course common assessments. Student attitude and interest surveys |
| SSC USE: | |

Submit to Ana Shapiro on or before December 14th

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