

BONITA CANYON SCHOOL SITE COUNCIL  
MINUTES OF NOVEMBER 18, 2008 MEETING  
(AS REVISED PURSUANT TO JANUARY 27, 2009 SSC MEETING)

- I. Call to Order/Welcome new member
  - A. Meeting called to order at 9:47 am by Susan Dahlin after having visited the classrooms of: (1) Mrs. Bennett teaching a food web science lesson to Mrs. Derby's 4<sup>th</sup> grade class in the science portable; (2) Mrs. Dent teaching a math lesson to her 3<sup>rd</sup> grade class and giving the council an AirLiner wireless slate demonstration; (3) Miss Kayashima teaching a math lesson to her 4<sup>th</sup> grade class; and (4) Mr. Nelson teaching a science lesson to Mrs. Hoegh's 5<sup>th</sup> grade class in their classroom.
  - B. New member Tina Hudson was welcomed.
  - C. Members present: Dr. Robin Beacham, Susan Dahlin, Marlene Dane, Corrine Freeman, Jennifer Gibello, Patty Gray (left 11:00a), Kristie Hickok, Tina Hudson, Tim Jamison, Dave Mattair, and Cristy Taylor. Member missing: Irimi Kotsiopoulos.
  - D. Documents were distributed including an agenda and a new roster of members.
- II. Approval of the Minutes from October 21, 2008 Meeting
  - A. An electronic copy of the minutes of the October 21, 2008 meeting had been distributed previously. Hard copies of the same were available for review. Mrs. Gray moved to approve, Mrs. Taylor seconded, and none opposed. The minutes of the October 21, 2008 meeting were approved.
- III. School and Library Improvement Program (S/LIP): Dr. Beacham distributed an updated budget proposal and explained the information.
  - A. In general: S/LIP money comes from state based on the number of students enrolled in the school. The money is considered "categorical," meaning it can be used only for certain specific things. This year the amount is about \$58 per student. Every elementary school in the state is eligible for the money, but must meet certain criteria, such as, e.g., having a School Site Council and a "School Plan," which is submitted to the district, the school board, and the state. BC gets about \$43K this year. The SSC is where decisions are

made with respect to spending the money with the goal of improving learning, etc.

- i. Category: Teacher Subs: The money designated in this category is generally not frozen by the IUSD (as funds in other categories are at risk). The money in this category is to provide, for example, substitute teachers to allow 2 days of grade level team meetings during the school year for each BC teacher. Ms. Dane advised that grade level team meetings allow for specialized training for the grade level teams, which, in turn, enable the teams to evaluate how the students are learning and their progress. The meetings also allow teachers to develop both common assessments and uniform instructional materials throughout the grade level, and provide for planning with respect to program improvement.
- ii. Category: Teacher discretionary: The money designated in this category is to provide, for example, substitute teachers for BC teachers who are performing or attending extra curricular activities on behalf of the school (e.g., working on a SLIP plan, working on school site council, etc.)
- iii. Category: Instructional Assistants: The money in this category is to provide, for example, portions of the salaries for instructional assistants at BC.
- iv. Category: Instructional Supplies: The money in this category is to provide, for example, books that teachers will use to help them implement the “School Plan”, e.g., vocabulary program.
- v. Category: Professional Meetings: The money in this category is to provide, for example, PLC (Professional Learning Community, a professional training company). This company offers staff training on collaborating, etc. It is a 2 day training seminar. Half of the BC staff has been trained. This expenditure will allow the rest to be trained. The training enables the teachers to better reflect on and identify their effectiveness and share the strategies that make them effective. The money in this category also provides PBIS membership cost (see minutes from last meeting for explanation of PBIS. However, it should be noted that the money in this category does not pay for the substitute teacher when Ms. Kotsiopoulos

goes to the PBIS meetings, rather those sub funds come out of “Teacher Subs” category described above.

- vi. Category: Honeycomb: The money in this category is to cover the costs of printing and distributing the BC publication “The Honeycomb” which highlights student writing endeavors.
- vii. Category: Library: The money in this category is to provide, for example, access to the World Book on-line research tool and data base (for all students), and updating the library check out system, among other things.
- viii. Category: Library Assistant: The money in this category is to help pay for, for example, the salary of our Library Assistant.
- ix. Mrs. Freeman moved to approve the proposed budget; Mr. Jamison seconded; no one opposed; the budget as proposed was approved.

B. The council discussed the various sources of money available to the school including lottery money (which is discretionary money from state), text book money (also from state), grant money (which we receive occasionally, usually small amounts, from the state through the district), IPSF grants (usually for Accelerated Reading), GATE money (\$510 this year, also directly from the state). IUSD takes some money off the top to fund coordinators, etc. We get ESL money. And, of course, the PTA. Dr. Beacham will strive to provide the council with a chart showing where the money comes from and where it goes.

#### IV. Old Business

A. An updated teacher visitation schedule was distributed

#### V. New Business

A. SPSA (“Single Plan for Student Achievement”) Progress Report – Ms. Dane advised that the teachers have completed their SMART plans and that she was presently working on the “Plan” for this year. A copy of the “Action Plan for Student Achievement” (APSA) from last year was

distributed. This year the State is calling it “Single Plan for Student Achievement” (SIPSA). Dr. Beacham and Ms. Dane attended training on preparing “Plan”. Ms. Dane has worked on preparing school action plans for 13-14 years. Copies of an abbreviated version of the Plan was distributed.

B. Writing over grade levels – Mrs. Freeman shared the concerns of several parents regarding writing requirements and instruction, and the perception that students could learn more about writing standard expository 3-5 paragraph essays by the end of their BC experience and that, although some writing tools are introduced at lower grades, it is not clear if they are reviewed and built upon in subsequent grades.

- i. Discussion ensued.
- ii. Ms. Dane advised that the standards have changed for lower grades, and some programs they used in 3<sup>rd</sup> grade have now shifted down to 2<sup>nd</sup> grade.
- iii. Upper grades use a district program. It covers grade level to grade level.
- iv. Staff will look into more specifics with respect to the writing instruction at each grade level.

C. Math/Science Visitation Discussion

- i. The various classroom visitations were discussed, as was the science teacher overlap issue, which results in some science being taught off a cart in the classroom while the science portable is being used. The overlap issue is a result of the District scheduling both 4<sup>th</sup> grade and 5<sup>th</sup> grade science specialists at BC at the same time. Although this is not an optimal situation, it is not unusual within the district to have science taught in the classroom off a cart.

D. SSC District Training

- i. Mrs. Dahlin reported that she went to the district training and that the BC SSC seems to be doing everything right.

VI. Reports

A. Principal – Dr. Beacham advised:

- i. Ground rules for visitations
- ii. IPSF newsletter
- iii. Modernization is going forward

B. PTA

- i. No report

C. Intervention – Dr. Beacham reported:

- i. Aleks math has started.
- ii. Reading intervention has started, but not ESL.
- iii. ESL will start soon, as we just received our password for the program.

D. Legislative/Budget – Mrs. Dahlin reported:

- i. The state claims there will be an \$11 million shortfall. The school board will receive a full report at their next meeting. We are fortunate that our district planned well, so we might not see mid-year cuts. There may be a hiring freeze, but it appears IUSD will be ok this year. Next year and the year after will probably see cuts.

VII. Next meeting: The next SSC Meeting will be January 27<sup>th</sup>, at 8:30am. We will visit several classrooms to observe writing and/or language arts instruction.

VIII. Adjournment

A. Meeting adjourned by Susan Dahlin at 11:20 am.

Minutes prepared by Corrine Freeman, November 18 and 19, 2008, and revised by Corrine Freeman on January 27, 2009, pursuant to SSC meeting of same date.