

**Sequoia Elementary School
School Site Committee Establishment Meeting
September 12, 2017
5-6**

Community Norms:

- Start and End on Time
- Keep students at the center of the discussion
- Assume positive intent
- Be mindful of air time
- Tell the truth (without blame or judgment)
- Work toward solutions within our possibilities

Time Keeper:

Notes:

Process Checker:

Overall Goals and Objectives:

1. Budget Cuts

Topic	Outcome	Time	Facilitator
Agenda Overview, Roles, and Community Agreements	Review agenda, goals, and norms Whip around introductions	5:00 5 min	Donald Bertolo
Approve minutes	October Minutes	5:05-5:10	Amanda Bloch
Midyear Budget Cuts	Budget Sheet	5:10-5:30	Donald
SPSA	On Hold	5:30-5:45	Donald
Reflections Closing	Early Close	5:45	Donald Bertolo

•Next SSC meeting: December 12th 5:00 Library

SSC Minutes 11/14/17

In attendance: Hilary Bunlert, Tontra Love, Amanda Bloch, Joe Hayes, Reka Lal, Karen Loeser, Donald Bertolo, Tracey Kelp, Lina Andersen

Donald Bertolo: We're going to hold off on SPSA discussion b/c we really need to discuss budget cuts. I've worked really hard to shield staff and students from the incoming budget cuts, but ultimately that wasn't possible. \$57,148 cut from our budget. <See handout>

Unfilled Noon Supervisor: Can't find anybody to fill this position, so now this item will just go away in the budget. In reality, we haven't had this supervision out on the yard thus far, so nothing will really change.

Meeting Refreshments: This will make it more expensive to buy the frozen fruit bars we sell. This item provided the seed money; now we'll have to buy these on our own and resell.

Teacher Salaries Extended Contracts: We've been meeting twice a month; this will go back to once a month. The ILT meetings portion will be eliminated.

Program investment: Planned purchase of math PD and intervention will now be cancelled.

Amanda Bloch: These were books for teachers or students?

Donald Bertolo: Both. There are mentor and anchor texts (Kathy Richardson)

Hilary Bunlert: So, basically the entire math instruction will be affected.

DB: Yes.

Program investment – Conference Professional Development: this portion also gone.

Teacher Salaries Extra Duty: We had plans for teachers to leave their classroom, do peer observations, use substitutes to take over. Now we're going to have to shoehorn this in w/o having the classroom time covered.

AB: What was the sub cost?

DB: \$120/day for each sub.

TGDS: Teacher Growth and Development System – this was the new system; instead, we'll just revert to the old system.

General Supplies: Basically, \$1,600 less for office supplies, pencils...

Amanda Bloch: This is hard to swallow. But now we should think about what we can do as a community. What would the top priorities be?

Donald Bertolo: Well, first, note that this is preliminary. The district may say no to this – e.g., they might say, "no, cut your stip subs instead." I can think of 3 schools that had to do that.

Tontra Love: When will we find out?

DB: I submit this Thursday and they review. We should hear something Friday.

Hilary Bunlert: Who makes the final decision?

DB: Our partners.

Lina Andersen: what's the threshold for receiving benefits in these positions we're talking about?

DB: 60%. But in some cases they could unencumber benefits.

Lina Andersen: You say the figure is tied to enrollment?

Donald Bertolo: Well, we lost 3 kids from our enrollment total, b/c the enrollment projections were off. I asked them to revise them for next year and they refused. So we're stuck with those projections. On the bright side, we seem to have avoided losing any of our certified staff, and I'm hoping we can avoid losing any of our stip subs.

Tontra Love: Supplies/wish list: for those of us who have donors choose accounts, it's been pretty easy to get hold of these things. For those who don't, it's easy to write up a quick grant (~1/2 hour) for these things. We really can't operate without the copier supplies.

Donald Bertolo: Are there any questions you need answered about this?

Hilary Bunlert: I think we need to wait and see what they say, right?

DB: I have a feeling this will be approved. We are clearly giving up a lot. We had a plan to focus strongly on math, and we've made steps (e.g., number sense scanner) in that direction. Clearly, we've had to now compromise that effort. It used to be that schools were required to maintain a buffer of 5% in their budget in order to be considered solvent. Now, somewhat arbitrarily, that buffer regulation has been changed to 10%.

Tontra Love: That's a big buffer, especially considering that the buffer is for responding to crisis, and it's rarely if ever touched.

Hilary Bunlert: Monday, 11/20 there's a town hall meeting with Amy Gonzalez and ____, to finalize the cuts. There's an opportunity to voice your concerns.

Donald Bertolo: The bottom line is, either we get this approved, or we have to cut a staff member. We're in a very fortunate position in that regard – some other schools have had to cut staff.

Amanda Bloch: Re: supplies, big and little: I suggest we use the room parent network. Jenny Kimball appears to be heading this up.

Donald Bertolo: Paper, toner, laminating should be the focus.

AB: So the remaining considerations should be our focus at the classroom level.

Tontra Love: After yesterday's meeting, and now seeing this plan drawn up, I actually feel a lot better.

Karen Loeser: Yes, this is a bit of a relief. Less painful than I'd anticipated.

Amanda Bloch: We still have a couple of business items: Minutes from last meeting?

Tontra Love: I move to approve last meeting's minutes.

Karen Loeser: Seconded.

Minutes approved.

Joe Hayes: I can't be here 12/12.

DB: Maybe we won't need to have that meeting – it depends on whether they expect us to meet on the SPSA timeline, and I'm expecting it won't be ready by then. So we will wait to see whether the district releases the SPSAs. If not, we'll meet next on Jan. 9th instead.

Next SSC meeting: December 12th, 5:00pm in the Library? TBD...

Budget Sheet

Total to Cut: \$57,148.00

What we are cutting:

Unfilled Noon Supervisor Position (.53)	\$13, 501.99
Meeting Refreshments (151106101-4311)	\$1,125.00
Teacher Salaries Extended Contracts (1511106101- 1105)	\$7,365.80
Program Investment – Supplies Books (1511101205-4310)	\$5, 879.15
Program Investment – Conference PD (1511101205-4399)	\$19,481.32
Teacher Salaries Extra Duty (151106101-1122)	\$6,000.00
TGDS (1511442104-1105)	\$2,116.51
General Supplies (1511106101-4310)	\$1,678.23