

Los Angeles Unified School District  
West Hollywood Elementary School  
**School Site Council**  
**Meeting Minutes**  
**February 16, 2012**

**I. Call to order**

The meeting was called to order at 3:00 by Joel. Seconded by Claudia.

Flag salute.

**II. Roll Call**

The following members were present at the meeting: Julia Charles, Joel Mejia, Deborah Berry-Craig, Anthony Abney, Claudia Katz, Marvin Acosta, Jennifer Davy, and Selene Ting.

Mrs. Charles indicated that a representative from the FOWHE Board needs to be present at the SSC meeting (our Chair needs to make contact with FOWHE before our next meeting).

SSC meeting minutes are available on our school website and meeting dates are also available.

**III. Approval of minutes from last meeting**

Minutes reviewed by individual members. Approved: Joel motioned. Seconded by Marvin.

**IV. Open issues**

There were no open issues to report at this time.

**V. New Business**

Mrs. Charles reviewed components of the Single School Plan. She indicated that our SSC should only deal with sections that are specifically pertinent to the School Site Council.

Mrs. Charles then reviewed the Single School Plan Table of Contents and shared some background information as to the SSP beginning with the No Child Left Behind Act of 2001, has not been amended here at West Hollywood Elementary since 2004, and is currently written in a generic fashion.

The sections are as follows:

Section 1: School Mission / Vision

Section 2: School Profile / Demographics

Section 3: Data ( lots of data & critical findings)

Section 4: Current Conditions / Barriers / Solutions ( narratives of critical findings)  
Section 5: Action Plans for Academic Areas

Our current Single School Plan may be replaced with “Local School Initiative” as our local districts are being reduced and boundaries are changing.

The Assurances / Justifications section is very important for budgeting ( we must have rationale for spending). Some of our funding categories include the nondiscretionary fund, N178, ELA, and others.

Our newly formed Budget Committee will highlight and organize our budgeting between our school and FOWHE.

Mrs. Charles touched upon the Strategic Plan as is it aligned with the Single Plan. Our new goals for Responsibility were shared with 80% proficient and advanced in ELA and 87% proficient and advanced in Mathematics on the California Standards Test in addition to our academic growth in substrands. Our strategies to meet those goals include Response to Intervention support, English Language Monitoring, and focused professional development (including Bloom’s Taxonomy, Kagan strategies, Writer’s Workshop, & ELD / SDAIE). We are still in need of an ELAC Committee to fulfill our EL needs and concerns. We also plan to grow in the area of social skills supported by the district mandated Second Step Conflict Resolution Program and our BEST Behavior Practices.

Mrs. Charles indicated that our Strategic Plan is a community effort and transcends leadership. It all ties back to our beliefs. Our other school goals that we are working on in collaboration include life-long learning, partnerships, and respect.

Announcements/Questions:

- 1) Selene commented that CA wants hands-on science instruction. Do we need to include that in Single Plan?  
Mrs. Charles indicated that we first need to look at moving our proficient and advanced students forward in Mathematics.
- 2) Claudia Katz inquired about the early start schedule this coming year. School will have an August 13<sup>th</sup> or August 14<sup>th</sup> start date and end a week earlier in June this year, pending furlough approval.
- 3) A concern was raised regarding the San Vicente St. gate needing to be closed/locked as it often is left open. Mrs. Charles will follow-up.
- 4) Questions came up regarding a lock on the front door of our school. This job would have to go through LAUSD and involves calling a complex manager, getting estimates, bringing information back to SSC and FOWHE, and would need to be planned for. Claudia Katz will call a government contractor for information.

- 5) February 21, 2012 is the meeting date for LAUSD Redistricting Information (our district is redrawn approximately every ten years) at 6:00 p.m. Meeting will be held at Hamilton High School .
- 6) Local Districts will be renamed as Educational Service Centers in the near future.

**VI. Recommendations to School Site Council from Advisory Committee**

No recommendations were made at this time.

Meeting adjourned by Joel and Debbie (seconded).

Next meeting: March 8, 2011.

Minutes recorded by: Anthony Abney

Submitted by: Emily Hernandez