

PLCSF Board Meeting
1/7/13
Correia Library

Roll call via agenda

Meeting called to order 4:35pm

Safety:

Diane Ryan, Dana Principal: From an emergency preparedness position, principals received messages from Bill Kowba to ensure that there are appropriate things in place.

Yearly drills are done, including the monthly fire alarms and lock-down drills.

Dana ensures that the gates are locked and the front glass doors are only open in the middle set.

We are very specific about our security plans.

Emergency procedures are reviewed yearly.

Backpacks were donated to every classroom to ensure that each teacher has a

Fire drills are 11 minutes in length, accounting for 900 people.

School police officers stop by at intervals to check up on us.

Site Emergency Response Box (formerly known as a crisis box)

Sandy McClure, Silver Gate Principal: The Prop S team has said that any safety measures will be top priorities when the schools receive their Prop S dollars; PA systems, etc. They are very good about making sure that the request list is received and security issues are paid attention to.

Lee Duggeroff is the contact for that.

Laura Caffo, President: A parent asked me about whether or not the construction workers that come on campus are district employees or not.

Diane: Most of them are, but if it's extensive construction it is done over vacation time when kids aren't around.

Jack Vallegra, Correia Teacher: We need to make sure that when we go through the training, we have to take it seriously. I've been through two lock-downs here myself. I haven't studied up on Conn. too much, but that kid shot his way through a locked door.

Our kids have video games and stuff and lots of distractions, but what I'd like to remind people of is: Talk to your kids, talk to your kids' friends. If you hear something, ask about it. Don't get hysterical.

Diane: Discussed the responsibility of using cell phones to disseminate information. There is a difference between fact and rumor. Make sure your kids understand that they have to respect the adult in the room because the safety of these children are in their hands.

Tracy Perex, Loma Portal Teacher: [As a teacher] I have rules in my class about listening to the teacher the first time, standing in a line, etc. Very specific things that children follow which make it much easier to help organize them.

Melinda Albright, Parent: We had an emergency with our boys at Boy Scouts this summer and they were caught in a wild fire. The kids also need to know how to handle an emergency without cell phones or modern technology.

Jack: The lock-down we had here was unfortunate; parents were beating at the door to get in when we were locked inside. Parents storming the gate could make matters that much worse.

Holly Johnson, Parent: But what is the expectation for the parents? What am I supposed to do in that situation?

Sandy: The ROBO all-call goes out to all of the parents and all of their numbers and text to let parents know what is going on. It will direct you where to go and where to find your children.

Diane: Parents need to also make sure contact information is updated and that parents have a Driver's License on their person; children will only be released to a parent or adult on their contact list (pick up list).

It's an opportunity for parents with custodial issues may take advantage of

Melinda: Would it make sense then to have something on the cluster website that would let parents know about what they need in case of an emergency?

Also, the Boy Scouts use a Twitter account that we use to push out information only in an emergency.

Core Values:

Marvin Estrin, Treasurer: Different schools have different Core Values.

It would be nice if all of the schools in the cluster had the same core values, so we could have continuity across the spectrum, throughout the cluster.

Sandy: I think that's something that's tangible, that we can really wrap our heads around.

Marvin: Should an email go out from Laura to the principals to get an idea of what they are using?

Laura: I will definitely send out an email to the principals, and we can discuss them

Diane: One of the things we know that the staff does well is really teach kids about what it means to be honest, responsible and have integrity.

We realized that our students from the past five years, had a lot of focus on instruction for being all of these incredible things. Instead of keeping it there, we wanted to take it to a new level. We've adopted

the 4 Agreements: Be impeccable with your word, not make assumptions, to not take things personally, and then to always do your best.

Our Dana ambassadors have been working on a presentation to teach the student body about this. Way To Be tickets are still given out when someone spots someone doing any of the four things above.

Michelle: No updates. Nothing is really getting done. A work order has been submitted at Cabrillo. Silver Gate, the stop sign was put on hold. We've been working on a lot of things for the past four years.

Suzy, Secretary: An update on OB: Sandag may be helping out with the cross walk

Scott Barnett, absent, message via email:

I am very sorry but it looks like I will NOT be able to make tonight's cluster meeting.

Regarding the 13/14 budget. IF we were to receive the same funding from the State next year (which is what we are using for planning purposes) we would be facing an approx \$85 million shortfall. This is as a result of increased expenditures (salaries and health benefits) and use of one time revenues (land sales, reserves) to balance this year's budget. But the current "best guess" of how the Governor's 13/14 budget will impact us when release in the next week is that increased state funding may reduce our shortfall to \$40 million in 13/14. The legislature (and the Governor) could of course (hopefully) decide to spend more on schools.

I will forward updated information as I receive it in the coming days and weeks. However, we anticipate a detailed budget briefing from our staff will occur January 22nd.

Also, please indicate that I anticipate community discussions on the Correia sports complex, including lighting, a well as lights for PLHS field, will be scheduled to begin in February in Point Loma. The passage of Prop Z makes funding of these and other projects available.

Details to follow. Thanks

Scott B

***Scott Barnett will be at Loma Portal on Wednesday night, January 9, 2013 to discuss safety in our cluster and in our district.*

Title I Home School Compact

The School Site Council looked at the compact which is a document required of Title I schools.

**To find out more about Title I and what it is, click [here](#). To see a sample Home School Compact, click [here](#), scroll down and click the link to Home School Compact to download the sample form.

The Home School Compact is a shared responsibility between parents and teachers, the idea would be to have a Home School Compact for the entire cluster

How do we proceed?

ACTION ITEM: Marvin will send out a sample from PLHS.

ACTION ITEM: Suzy will email Laura the sample from the Title I Conference.

Valerie Miller, Parent: What I like about what Sandy did was that she incorporated literacy and different learning applications into the Home School Compact.

Diane: Maybe we can post each schools' home school compact on the Pt. Loma Cluster site, that way they are all together.

Instructional Leadership from Principals.

Regarding the replacement of Patty Ladd at Correia, who will be retiring in February.

Laura and Gil were here at Correia for the meeting, to discuss qualifications, etc. After the notice goes out, three candidates will be chosen and there will be a panel made of a principal, teachers and parents. The posting for Correia's principal position was lacking. There wasn't anything about Leadership Qualities, Experience, Leadership Qualities, etc. The position has been relisted today and was extended for another week.

Diane: Whose decision is it to post qualifications and criteria? Can we have a final five as opposed to three? If all three don't pass the panel, can we repost the position?

Marvin: What makes the difference for our cluster is: (from the agenda)

"Leadership should integrate with the Pt. Loma Cluster Schools Foundation strategic plan, which was developed by the cluster principals, parents, teachers and district leadership; and which represents the expectations of the community stakeholders."

Melinda: It seems rushed that we'd try to find a new principal during the last semester of the school year. Is there a possibility that if there is no permanent replacement found, that they'd be willing to look for a temporary fill-in principal?

Angela Giglitto, OB Teacher: The charter discussion; how does that play into the process?

Margaret Johnson, Ocean Beach Principal: It's my understanding that if the Board has another person in mind, that they can overrule us.

Marvin: The first cut comes from HR, then to Gil and another then to Bill Kowba.

The recommendation that I'm going to make is that we establish a stakeholder group to determine desirable instructional leadership skills and attributes and to develop the criteria for Principal.

This could allow us to put together a criteria for the future when we may encounter this situation again.

Diane: Who is writing the questions?

Laura: Gil is.

Diane: Is there a rubric that he has for each panel member to see where the baseline is?

Jack: I believe he touched on that.

Melinda: Will we get to see the questions before he does the interviewing?

Laura/Jack: We don't know the answer to that.

Diane: I believe he would be mindful of that and getting input from the parents and teachers.

Kirsten: The posting has been extended, so does that mean that there hasn't been any responses to the post? If we only get two applicants, do we have to choose from that?

Jack: In my opinion, if they hire from the worst, they have to live with their decision.

Kirsten: Do we have to fill the position? Will they come from schools in the district, mid-year?

Marvin: I think that's how it works.

Laura: I will send out an email to the Board to see who would be interested in being in a work group for this Leadership Criteria.

Margaret Johnson, Principal Ocean Beach Elementary

Special Education Students who are not receiving the much needed support.

When you don't have staff, it's pretty difficult.

I very much believe in full inclusion, but the understanding is that the support would be there for the students. We have kids with high behavior needs, and the Principals are taking over the care and oversight of these students and it is to the detriment of our general education students.

There is a small group that will be joining Joe Fulcher to discuss what our needs are.

There is more discussion that is needed and required.

When you don't have full staff it really is a detriment.

Sandy: I was left with an extra staff member last April and was told to keep her, yet we had no student for this person to be an aid to.

Margaret: There are several levels of special education that exist: Severe, Moderate and Mild. We have a Moderate-Severe aid, and a Mild to Moderate aid.

Sandy: I have 3.6 FTE (full time employee) aids.

Margaret: It's not about how many students you have, it's the amount of need. The district bases the number of staff on a formula. We're asking them to reassess the formula.

We have our Mild to Moderate aid working with our Moderate-Severe kids. She's wonderful, but it's not what she's trained for.

Individual Education Plans (IEPs) equals the level of support and the number of hours on an IEP is equal to the level of severity of need.

Sandy: If these kids don't get what they need, then they won't become the full-functioning adults they could be.

Laura: Would a letter from the cluster help?

Margaret: I think this subject just needs more support and discussion.

This is our third year with a Moderate to Severe class. I am a big believer in inclusion, but only if there is support.

*****This item will be revisited at the next PLCSF meeting.***

Announcement: On February 1st there will be a Retirement Party for Patty Ladd. Sentiments should be sent to Laura Caffo @ lmcinsd@gmail.com

Old Business

Alexia Peters: Bylaws update/review

We will need to have Barnard Elementary removed from the bylaws, since they are still listed as part of the cluster.

Regarding membership: The bylaws state that there should be 35 members max (article 4.3.1). The district representatives have changed, instead of the two listed, we now only have 1. Student representatives are still listed as 2, non-voting.

The decision needs to be made whether or not we update or amend.

Also, do we still want to include the option of community members?

We will also have to change the number of representatives per school, because the original bylaws state that there is 1 parent, 1 teacher and the principal from each school.

ACTION ITEM: Alexia will amend the bylaws and will send them to Laura.

Laura will disperse to the Board.

Meeting adjourned, 6:04pm