School Site Council (SSC) & Site Governance Team (SGT)

Minutes
February, 2, 2023

SGT Bylaws, Membership Roster, Roberts Rules

SITE GOVERNANCE TEAM (SGT)

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<td>Call to Order</td>
<td>Crystal Trull, Chair</td>
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<td>Approval of December 1, 2022 Minutes</td>
<td>Crystal Trull, Chair</td>
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<td><a href="https://docs.google.com/document/d/1lUowctDsfPLBe1KLactlZPWyzDPNP1BG/edit">link</a></td>
<td>Crystal Trull, Chair</td>
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<td>Proposed Bell Schedule</td>
<td>Crystal Trull, Chair</td>
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Please take a moment to register your vote on the proposed bell schedule change for the 2023/2024 school year.

Our current bell schedule:
Regular days, 8:35 - 3:15 pm
Late start Wednesday (once per month), 9:55 - 3:15 pm

Proposed bell schedule to begin next year:
Regular days, 8:35 - 3:20
Early out (~ 3 times per month), 8:35 - 2:20

15 responses

Independent Study Contracts: Jeff Luna, Principal
Discussion points - Criteria for approving
- 1 contract once per year up to 5 days total
- Will not be granted if there are concerns with attendance or grades (2.0?).
- Students with an IEP must have it spelled out in the student’s IEP before it can be granted. Service hours missed will not be made up.
- Must be submitted a minimum of 10 days prior to departure
- Granting ISC is a site decision - not a teacher by teacher decision

Community Engagement: Jeff Luna, Principal
Training: Crystal Trull, Chair
Future Agenda Items: SGT

Next SGT meeting: Thursday, March 2, 2023 7:15 to 7:45 am in the Muirlands Middle School Library
Meeting called to order at 7:17am by Crystal Trull

Proposed bell schedule:
The results from the survey showed unanimous support in favor of the proposed minimum day schedule. Suzanne Serafin inquired about LJHS schedule - it will be similar to Muirlands; however, fewer minimum days due to finals schedules. Principal Luna wanted to make clear that Wednesdays are the requested minimum days - but this has not yet been finalized. We have received preliminary approval from Transportation and all paperwork was submitted to the District on 1/30/23.

Independent Study Contracts:
Principal Luna has discussed the Independent Study Contracts with ILT as well as our La Jolla Cluster elementary schools. The elementary schools have created a standard policy that they are using. Consistency among cluster schools is desirable. Based on these meetings we have established the following:

Independent Study Contract requests will be reviewed for approval on a case by case basis. ONE independent study contract may be issued ONE time per year for a minimum of 3 days and up to 5 days. Because teachers and clerical staff need time to prepare for an independent study contract, we appreciate as much advance notice as possible but require a minimum of 5 days prior notice unless the circumstances could not have been anticipated.

When considering a request for approval, the following criteria will be reviewed:

- A contract will not be granted if a student has chronic or excessive absences or if the student’s academic or citizenship grades are below a 2.0.
- Students with IEPs will only be considered for a contract if this is specifically written into the student’s IEP.
- The school encourages families to take vacations during school breaks; therefore, a contract will not be granted for family vacations.

There was discussion as to the benefit to the school and family for awarding an independent study contract. if a student is on contract and completes the contract assignments by the due date - attendance credit is awarded. This would have a financial impact on the district though a lesser impact on our site specifically. Muirlands attendance is overall very good so the impact would be minimal. Crystal Trull mentioned that with standard based learning late work needs to be accepted. Jennifer Nash clarified that it is per syllabus and for unexcused absences late work does not need to be accepted.

Suzanne Serafin motioned to approve the minutes from December 1, 2022 as written.
John Donnell 2nd the motion.
All in Favor.
No abstain.
Motion approved.

Community Engagement - we will discuss at the next meeting
Training - this has been updated and must be approved prior to sharing - will hopefully have it ready to share at the next meeting.

Lisa Milley shared a school climate concern regarding male staff being overwhelming authority figures with 12-13 year old female students. Several examples were shared. Lisa suggested that possibly because we do not have regular issues with gangs, drugs or fighting, these students are being punished for normal teen behavior. Ms. Milley asked if we have any professional development for working with 12-13 year old girls? How do we enforce rules and is there a way to repair these circumstances?
John Donnell mentioned that as a male teacher, dress coding female students is uncomfortable and he will generally ask a female staff member to speak to the student.
Suzanne Serafin shared a frustration with this common behavior and mentioned that it is mostly female staff members who are the ones who uphold the dress code policy.
Principal Luna shared that we have a very small number of students being dress coded this year.
Jennifer Nash said that being discreet about dress coding has been discussed in grade level meetings. Suzanne Serafin shared that it has also been discussed in department meetings.
We can add this topic to a future meeting agenda.

Suzanne Serafin mentioned that as the SDEA Union Representative, there is currently not a contract for teachers, negotiations are still taking place. If there is not an approved contract by July, teachers will be asked to not work. As of right now, there is nothing to suggest that parents do to help with this situation; however, this can be added to a future agenda for continued discussion.

Meeting was adjourned at 8:04am