

SAN DIEGO UNIFIED SCHOOL DISTRICT  
 LEWIS MIDDLE SCHOOL  
 Site Governance Team (SGT)

Meeting Minutes

Date: December 9, 2019

Meeting Minutes

Members present (X):

**Staff**

- Brad Callahan, Principal
- Field, Lynda, Teacher
- Hughes, Ken, Teacher

Brown, Cherylynne, Teacher

Vacant, Teacher

- McCarthy, Ann, Teacher (SDEA)
- Coussa, Amber, Non-classroom certificated
- Gestler, Tina Classified

**Parents/Community Members**

- X Grillot, Jacob, Parent
- X Gavaldon, Janet, Parent
- Ehle, Lynette, Parent
- X Widmer, Gerry, Parent

Guests: Vice principals Mrs. Garcia, Mrs. Vergne,

ITEM	DESCRIPTION/ACTIONS	MEETING SUMMARY
Call to Order	Item: Ann McCarthy	Meeting called to order at 3:29 p.m.
<b>I. <u>Public Comments</u></b>	Item: Ann McCarthy	None
<b>II. <u>SGT Business</u></b> A. Approval of Minutes: 11-12-19  B. Discussion of Article VI-C of the Bylaws	Action Item: Ann McCarthy  Action Item: Ann McCarthy	Approval of minutes: Mrs. McCarthy moved to approve the minutes and it was Ms. Gestler seconded. All approved.  Mrs. McCarthy stated that the 72 hours notice for agenda items (versus 24 hours as written in the SGT by-laws would require a re-ratification of the by-laws.  Mr. Callahan reported that he had been in communication with the labor relations board and stated that he had been

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<p>C. Subcommittee for Site Discipline Plan Development</p>	<p>Action Item: Ann McCarthy</p> <p>Points of Inquiry:</p>	<p>informed via email that SGT is not subject to the Brown Act meeting requirements.</p> <p>It was noted that EdCode requires a 72 hour notice for SSC, but not SGT.</p> <p>Mr. Grillot read from the EdCode to clarify the wording on meeting notification which is less restrictive than the Brown Act.</p> <p>Mrs. McCarthy noted that the SGT by-laws are consistent with guidance provided via agreement between the Board of Education and SDEA.</p> <p>Mrs. McCarthy tabled the agenda item for further discussion at a future meeting.</p> <p>Mrs. McCarthy explained that the purpose of the agenda item was to ensure that the school site discipline policy included input from teachers and was part of an overall shared decision-making process so that it would be in compliance with the SDEA contract language.</p> <p>Mrs. McCarthy stated that her purpose was to seek membership and teacher input to formalize common procedures based on categories of infractions (not to try to account for every possible variant on a situation for new or different incidents for which there is not precedence. She reiterated that goal was to focus on general infractions, and not to try to address every possible event or outcome. Mrs. McCarthy stated that the intent was to make the site discipline process more transparent and consistent with common infractions according to Section 11.27 on pupil discipline.</p> <p>Mr. Grillot wanted the potential subcommittee not to synthesize too much of the guidance for teachers that would allow for misinterpretation. He expressed concern</p>

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		<p>about each school interpreting and applying their understanding differently and it was a risk to re-write such a plan.</p> <p>Mrs. Garcia noted that current guidance from the office of Placement and Appeal is lacking.</p> <p>Mr. Callahan added that issues and incidents at other sites and campuses was the impetus that forced this discussion.</p> <p>Mr. Widmer asked what direction would be given to the subcommittee.</p> <p>Mrs. Vergne suggested that current practices for referrals could be a topic that is examined. She added that even though many veteran teachers understand the general progressive discipline policy, it is not as clear to a new teacher at the site.</p> <p>Mr. Callahan then explained a brief history of the information related to the previous School Site Discipline Plan, how it had evolved over time, and how much has been lost in the transition from hard-copy binder, to Website, to shared Google Docs.</p> <p>Mrs. McCarthy added that SDEA is currently asking sites for examples of their current practices so that a uniform and consistent template can be made, but those are lacking.</p> <p>Mr. Callahan offered to pay potential committee members for their time invested in this project.</p> <p>Both Mr. Grillot and Ms. Gerstler cautioned that we shouldn't initiate any subcommittee process until we receive better guidance.</p> <p>Mr. Widmer stated that the focus of the plan should be on teacher safety first.</p>

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		<p>Mrs. Vergne agreed and said that teachers need to be supported and need to know how incidents are being resolved and trust the process and believe that it is transparent.</p> <p>Mrs. McCarthy tabled the agenda item for future discussion.</p>
<p><b>III. <u>Reports</u></b></p> <p>A. Maser Schedule 2020-21</p> <p style="padding-left: 40px;">i. Mid-Range Enrollment Forecast</p> <p style="padding-left: 40px;">ii. Possible change to 6<sup>th</sup> grade English to allow for targeted student support</p> <p>Adjournment</p>	<p>Informational Item: Mr. Callahan/ Mrs. Vergne</p> <p>Informational Item: Mr. Callahan</p> <p>Information Item: Mr. Callahan</p> <p>Action Item: Ann McCarthy</p>	<p>Discussed with all members present during SSC</p> <p>Discussed with all members present during SSC</p> <p>Discussed with all members present during SSC</p> <p>The meeting adjourned at 3:56</p>
<p><b>IV.</b></p>		

Minutes recorded by Ken Hughes