

**Ohlone Elementary School
Site Council Meeting Minutes
11/8/2011**

Attendees: Martha Gates, Hanna Miller, Suzy Anvar, Christine Wachs, Yanhong Lin, Mike Airo, Muneerah Merchant, Bill Overton, John Green, Jane Dick, Piper Joseph, Jonake Bose

Item 1: Budget Approval

Principal Bill Overton announced that Ohlone's budget had been increased from \$34K to \$38.3K (because of larger school size). The budget was primarily allocated for aides/benefits. \$5K in fund was allocated to staff development/release time. \$4K was allocated for handling fees.

Jane proposed a motion to approve the budget. Piper seconded the motion. Budget allocations were approved.

Item 2: Minutes from previous meeting

Jonake presented the minutes from the last meeting – October, 11, 2011

Jonake proposed a motion to approve the minutes. Jane and John seconded the motion. Minutes were approved.

Item 3: Updates from leadership team meeting

Jonake explained the various constituents and purpose of the Parent Leadership Team at Ohlone.

Jonake shared the following updates from the last meeting. Bill also added his input as necessary.

1. PiE Donation Days will be held from 11/16-18. Jonake will send out a sign-up sheet for people interested in volunteering. Jonake stressed the importance of participation and Ohlone's past exceptional record.
2. New building ribbon cutting ceremony is scheduled for 12/13 at 2pm. Bill mentioned that prior to the official opening, there will be one evening for parents to visit the new building. Teachers will also be invited to bring their students for a tour. Bill explained how the rooms are being re-allocated, moving plans, the plans for the portables, landscaping arrangements, parking updates and playground space – all related to the new building opening.
 - a. Later in the meeting Jennifer Sampson mentioned that room parents will be informed in a timely manner to work with their respective room teachers for a smooth move.
 - b. Bill mentioned that the plan is for parents/PTA to assist teachers with move on 14th/15th/16th Dec. Movers will assist over the winter break.
3. Mon/Tue of thanksgiving week will be the official Ohlone staff retreat. This year all teachers will go through Six Seconds 2 day certification.
4. Ohlone Arrow will still be published 3-4 times this academic year. Jane added that the leadership team is almost in place and the first issue will come out in December. There was a discussion on differences between the Arrow and enews. Enews more nuts and bolts, Arrows more in depth articles.
5. This year's school play will be Aladdin. This will be in conjunction with Palo Alto Children's Theatre.
6. If people have traffic safety concerns, they should connect with Maria Abilock.
7. In March, renowned speaker, Spencer West will come and speak at Ohlone.
8. Back gate is open.
9. After school academic programs (formerly known as academies) in progress
 - a. There is a 2/3 literacy, 3/5 literacy, 2/3/4 math, 5 math, HW help
 - b. Students that attend are mostly through teacher referral

10. K-1 bikes/trikes very popular. Teachers doing additional recess/yard duty. Mention was also made that more storage space is available.
11. Smartboards are up and running. There will be professional development for teachers for the smartboards.
12. School size for next year to remain the same except for the addition of one 4/5 MI class. District does have a philosophical commitment to Ohlone, though we do need to accommodate some overflow. However, days of 28/29 students in lower grades are over.

Item 4: Working session(s) for SPSA

Bill briefly walked through the Three Year Single Plan for Student Achievement (SPSA) (2009-2012) for Ohlone Elementary School. The document outlines strategic plan sub-initiatives for PAUSD and the site specific strategies for Ohlone. Bill also submits a fall update. The one for 2011 has been submitted already but no feedback from district has been received as yet. Bill did stress that the members should look at the Fall update (action item for all).

Jonake explained that the goal of our working session(s) is to see how we can incorporate Goals of Ohlone Education, Ohlone Core Values, Development Assets and Emotional Competencies (exit skills) into the SPSA.

One staff and one parent teamed up to choose an areas to work on together to see how the four abovementioned documents content could be appropriately incorporated into the SPSA to make the SPSA an active working document. The goal of these staff / parent mini-teams is to meet before January meeting (action item). At January meeting we will revisit each area as an entire group. The parent/staff team that looked at that area in depth would share their thoughts and then the group could brainstorm further.

The staff/parent teams defined by area were as follows:

- Language Arts: Mike/Piper
- Math: Suzy/Muneerah
- ELD / Special Ed: Hannah/Jane
- Underachieving / GATE: Christine /Jonake
- Learning Environment: Martha/John

The parent volunteers need to initiate contact with staff to get the prelim small team discussion done before January meeting. A suggestion was made that the group could add a third column to the document.

During documents review, there was a feeling that for some of the documents we may not have the final version. Jonake is to ensure that we have final versions for all documents.

Meeting was adjourned at 9:10pm.