

**Dianne Feinstein Elementary School  
School Site Council Meeting  
11/12/08**

**Attendance:**

Rickey Jones, Chair, SSC member (parent)  
Paula Larink, Secretary, SSC member (parent)  
Simone Peters, SSC member (parent)  
Erin McCarthy, SSC member (teacher)  
Toni Essex, guest – PTA Vice President  
Maryellen Mullen, SSC member (Learning Specialist)  
Aaron Neimark, SSC member (teacher)  
Dan Ryan, SSC member (community member)  
Joshua Mates, Vice Chair SSC member (parent)  
Nicole Small, SSC member (teacher)  
Alison Finnegan, SSC member (teacher)  
Michelle Chang, SSC member (principal)

SSC Chair Rickey Jones called the meeting to order at 5:00p.m. and asked the SSC members to review the minutes from 10/16/08. Alison Finnegan identified herself as an alternate, not an SSC member.

A motion was made to approve the minutes. The motion was seconded. No discussion resulted.

The motion passed: In favor (11), Opposed (0), Abstain (1)

SSC member Mona Burlingame resigned her position. As per the bylaws and voting, alternate Dan Ryan replaced Mona as a community member. Rickey Jones and other SSC members welcomed Dan Ryan back to the SSC.

**TEAM BUILDING**

Rickey led the SSC through a successful team building exercise.

**NORM SETTING**

Maryellen gave the results of a brief email questionnaire. The survey goal is to help establish guidelines or “norms” for successful meetings. A handout was given with participant feedback. Four top values were discussed in depth:

- **Respect.** The group discussed the importance of honoring:
  - Each other’s opinions
  - Good intentions and support for our DFES children
  - The full school community of teachers, administrators, parents and supporters

- **Open communication.** Members discussed the need to create a safe meeting environment where all feel comfortable enough to share their opinions, whether popular or unpopular. The SSC wants to consistently communicate with the PTA for mutual success.
- **Open Mindedness.**  
Members talked about the importance of avoiding “group think” where individual views may be lost.
- **Responsibility.**  
The group discussed the validity and weight of the work of the SSC and the need to conduct themselves professionally and respectfully as elected representatives of the wider school body. All agreed to temporarily table controversial meeting topics if discussion becomes unusually negative, divisive, or inappropriate. Under such circumstances, the SSC will table the topic for reflection.

### **BALANCED SCORE CARD (BSC)**

Michelle led an exercise about the BSC and announced principal training on Nov. 20 for the BSC.

**Handout:** Examples of other SFUSD school’s goals were read and reviewed to offer guidance in drafting the DFES BSC. To fulfill our school’s goals, Michelle offered to share data at DFES community meetings to identify areas of strength and growth potential.

**Templates** were handed out about the BSC for the SSC to review. Comments shared/discussed:

- Feeling confusion about goal/process with BSC and social justice
- Using the academic plan as a tool; it is available on the SFUSD web site (It is similar to BSC in that there are goals identified that schools are supposed to be targeting.)
- Shifting district priorities – the district wants us to be sure that all students have the same access to learning, regardless of ethnic group. A matrix is being created to add broader/more representative measures into the mix
- Missing the mark – Examples were given to articulate the definition of “falling through cracks”
- Reaching students – A member noted that some special education kids don’t have access to art, music, and PE and expressed hope that the BSC could help address this
- Leveling the playing field – A member commented that everyone learns differently; a goal should be to provide complete access to opportunity while honoring different learning styles

The SSC members participated in an exercise to identify the many positive things already happening at DFES in the following categories (as identified by the district in their strategic plan):

- Goal 1 Access and Equity – Making Social Justice a reality
- Goal 2 Student Achievement – Engaging high achieving and joyful learners
- Goal 3 Accountability – Keeping our promises to students and families

### **READING ASSIGNMENT REVIEW**

All were asked to review the district's strategic in preparation for the meeting.

Questions discussed:

1. What resonated with you?
2. How is the strategic plan important to our school?

### **Comments:**

- The district is addressing needs of schools and is able to listen, and willing to try innovative programs
- The Balanced Score Card will address under-achievers as well as over-achievers, who may be bored.
- Accurately assessing students as individuals will insure that they have the support they need. Example: some need emotional support, others academic support to keep up, others more challenge.

### **COMMUNITY MEETINGS**

The SSC will seek input from families regarding the BSC on Dec. 3 – 6:00p.m. – 7:30p.m.

A subcommittee was formed to facilitate these parent meetings.

### **NEXT MEETING AGENDA**

SSC Email  
 BSC Groups  
 Homework – Academic Plan  
 Norms Review  
 Sunset Family Network Update  
 Community Meeting Update  
 PTA Update  
 Academic Plan vote

### **ANNOUNCEMENTS**

The district-wide SSC Summit is November 22, 2008 from 8:30a.m. - 1:00p.m. at Everett Middle School.

The Sunset family services network will hold a Principal's Breakfast on Tuesday, November 18 @ 8:00a.m.

Principal Chang made a motion to adjourn the meeting. No discussion took place. The motion passed: In favor (12), Opposed (0), Abstain (0). The meeting adjourned.

