



**San Diego Unified School District**  
 Office of the Deputy Superintendent  
 Federal and Special Programs Division  
 Program Monitoring Department

**DRAFT**



**District Advisory Council for Compensatory Education Programs**  
 Harold J. Ballard Parent Center  
 2375 Congress Street  
 San Diego, CA 92110

**DRAFT General Meeting Minutes**

**April 21, 2010, 6:30-8:30 p.m.**

Item	Description/Actions	Meeting Summary
1. Welcome:	<ul style="list-style-type: none"> <li>Informational: Elneda Shannon, Manager, Harold J. Parent Ballard Center</li> <li>Informational: Jenee Peevy, DAC Vice Chair</li> </ul>	<ul style="list-style-type: none"> <li>Shannon provided a packet of handouts and highlighted current events. Contact Elneda Shannon by calling (619) 293-4431 or via email at <a href="mailto:eshannon@sandi.net">eshannon@sandi.net</a> or visit their new district web site at <a href="http://www.sandi.net/2045101110104248150/site/default.asp">http://www.sandi.net/2045101110104248150/site/default.asp</a> to ask about the services provided and classes available at the Harold J. Ballard Parent Center.</li> </ul> <p>Page recognized Elneda Shannon and Helen Green for their assistance and donation of coffee and snacks for the general meeting.</p> <ul style="list-style-type: none"> <li>No report.</li> </ul>
2. Call to Order: ➤ Approval of Minutes	<ul style="list-style-type: none"> <li>Action Item: Approval of Minutes</li> </ul>	<p>Meeting called to order by Page at 6:45 p.m. Quorum.</p> <ul style="list-style-type: none"> <li>Minutes from March 18, 2010 were reviewed. Motion to approve by Madison HS. Seconded by Morse. Motion passed. None opposed.</li> </ul>
3. Chairperson's Report: ➤ State and Local BOE Meeting BOE = <i>Board of Education</i> IT = <i>Information Technology</i> LEA = <i>Local Education Agency</i> Con App = <i>Consolidated Application</i>	<ul style="list-style-type: none"> <li>Informational: David Page, DAC Chairperson</li> </ul>	<ul style="list-style-type: none"> <li>No State report. Page reported on the BOE recent discussion to reorganize several departments and divisions at the central office level. To find the April 20<sup>th</sup> BOE reports, go to the district's new web site and enter <a href="http://www.sandi.net/21832072015467900/site/default.asp">http://www.sandi.net/21832072015467900/site/default.asp</a>. Page stated departments within Federal &amp; Special Programs division currently under the direction of Dr. Brenda Campbell will be moved to another division and/or departments will be combined as decided by the BOE. Page wrote a letter of concern to the BOE specifically addressing the compliance issue of monitoring and accountability of LEA, Con App, SSC, SPSA and Title I funding district wide.</li> </ul> <p>Page provided a copy of an i21 Technology map from the April 6th report submitted by IT to the BOE. The map shows areas where sites have received laptops and completed training. Page directed members to the areas of the map where the sites who have not been trained are mostly sites receiving Title I funds. Page will compose a letter of complaint to the BOE citing that the Title I sites are in greater need of raising the level of student achievement and scheduling them first should be the priority.</p>

<p>3. Chairperson’s Report continued:  <i>School Accountability Report Card</i>                  = SARC</p> <p>➤ Family Area Network Board Report                  = <i>FAN Board</i></p>		<p>Page read the letter of response from the district’s Legal department to his letter of complaint filed on February 23, 2010, regarding the district providing parents with updated SARC information by the February 1<sup>st</sup> State mandated deadline.</p> <ul style="list-style-type: none"> <li>Page reported he currently sits as a Chair on the Advisory Council’s Committee. The State formed this group in order to give representatives a forum to discuss topics such as the implementation of NCLB and it’s effectiveness along with other issues affecting districts across the State. Page stated during discussion it was discovered that the State does not have guidelines for districts to form and operate a District Advisory Council. Page reported the State has specific guidelines for DELAC. Page has asked the State department repeatedly for documentation of DAC guidelines. At this time the State has not been able to provide any documentation.</li> </ul>
<p>4. Executive Board Report                  ➤ Sub-Committee Reports                  ➤ Attendance Committee</p> <p>SPSA = <i>Site Plan for Student Achievement</i></p>	<ul style="list-style-type: none"> <li>Informational: David Page, DAC Chairperson</li> </ul> <p>Dr. Brenda Campbell,                  Executive Director,                  Federal &amp; Special                  Programs Division</p>	<ul style="list-style-type: none"> <li>Page announced volunteers are needed to form an Attendance Committee. Page stated the committee would meet to develop ways to identify sites where a representative is not attending. Committee discussion would include a means to improve contact to the Title I sites, addressing participation and developing a course of action. Page stated the committee would not need to meet more than twice. Committee meetings would be separate from the general monthly meeting. Page asked for interested volunteers to submit a “Volunteer Form” with their contact information.</li> </ul> <p>Campbell addressed the general body to announce parent volunteers are needed to form an Assessment Committee to review curriculum and identify the kinds of assessments sites will use to monitor student achievement. Parents will meet on May 10<sup>th</sup>. Location and time to be determined. Campbell will notify interested parents and asked for their contact information to be given at the end of the meeting.</p> <p>Campbell invites anyone interested to learn more now to attend the teachers Assessment Workshop on April 26<sup>th</sup>, 27<sup>th</sup>, and 28<sup>th</sup> from 3:30-5:00 .m. at the Harold J. Ballard Parent Center. No registration to attend the teacher’s workshop is required by the parent.</p>
<p>5. District Reports/Training/Collaboration                  ➤ Title I Centralized Services 2009-10 &amp; 2010-11</p>	<ul style="list-style-type: none"> <li>Informational: Debbie Foster, Financial Planning Manager</li> </ul>	<ul style="list-style-type: none"> <li>Foster not available at the time scheduled. David Page reported on Title I Centralized Services 2010-11 Parent Involvement Proposal.</li> <li>Foster gave an update of the estimated 2009-10 carryover dollar amount. Foster stated after doing a budget run this week on the Title I funds district wide, the amount is closer to \$16 million dollars in Title I carryover. Foster stated there is a volume of activity district wide to submit requisitions, invoices, service requests, etc., to spend their funds on materials, supplies, and staffing (hourly) before the district processing deadlines (Administrative Circular 57, dated 2/23/10). Foster encouraged the DAC representatives to speak to their site principal about the site’s projected end year balance. Foster explained the district’s fiscal year begins July 1st and ends on June 30<sup>th</sup>. This applies to traditional and year-round schools. Foster took questions.</li> </ul>

<p>5. District Reports/Training/Collaboration continued:</p> <ul style="list-style-type: none"> <li>➤ Title I Centralized Services 2010-11 Parent Involvement Proposal  <i>ARRA = American Recovery Reinvestment Act, 2 year funding</i></li> </ul> <p>ADDED: Request by the Chair to have Item changed to ACTION item for vote.</p> <ul style="list-style-type: none"> <li>➤ API Base Report  <i>API = Academic Performance Index</i></li> <li>➤ STAR and CAHSEE Testing Information  <i>STAR = Standardize Testing</i>  <i>CAHSEE = California High School Exit Exam</i></li> <li>➤ Testing Table Talk</li> </ul>	<ul style="list-style-type: none"> <li>• Informational: David Page, DAC Chairperson</li> </ul> <p>Bea Fernandez, Program Manager, Parent Outreach</p> <ul style="list-style-type: none"> <li>• Informational: Ron Rode, Executive Director, Research and Evaluation</li> <li>• Informational: Ron Rode, Executive Director, Research and Evaluation</li> <li>• Informational: Bea Fernandez, Program Manager, Parent Outreach and Engagement</li> </ul>	<ul style="list-style-type: none"> <li>• Page provided a spreadsheet generated by the district of the break down of centralized services and ARRA funding for this year (2009-10) and for next year (2010-11). Page explained services (positions) currently funded through ARRA will discontinue after June 2011. Page guided members to areas in the spreadsheet where changes in funding of programs in 2008 were made without consultation with the DAC. This is a violation of procedure 9060.</li> </ul> <p>Page proposed the DAC body vote to make a request to the BOE to move the three ARRA funded resource teacher positions and fund a PAL program for middle and high schools before June 2011 into the general operations budget (administrative expense). The proposal would ask to use part of the \$19 million carryover to fund the three resource teacher positions. Page stated it is critical to put forth the issue now during the BOE discussion of reorganizing central offices.</p> <p>Fernandez addressed the DAC body of the services offered by the Parent Outreach currently funded will not be available next year.</p> <p>Motion to make Parent Involvement proposal an action item Hamilton and Morse. Voted and passed. None opposed. Item changed to an action item. Chair opened floor for discussion.</p> <p>Motion to direct DAC Chair to address the BOE to request funding from the estimated 2009-10 carryover in order to support changing the ARRA funded three resource teachers to Title I, Part A funds and use Title I, Part A 2009-2010 carryover to fund PALs at all middle and high schools. Motion by Monroe Clark. Seconded by Madison. None opposed. Vote passed unanimously.</p> <ul style="list-style-type: none"> <li>• Rode gave a Power Point presentation and provided handouts. Rode explained the Academic Performance Index (API) Report is one component the district uses to measure academic achievement. Rode stated the report shows how much a school is improving from year to year based on its API. A school's API is a number that ranges from 200 to 1000 and is calculated from the results for each school's students on statewide tests. Rode took questions from the body.</li> <li>• Rode gave a Power Point presentation and provided handouts. Rode summarized the importance of the State-Mandated Assessments and the District-Mandated Assessments students are given throughout the district. Rode explained how the data collected from the testing is used to evaluate programs at the district and site levels to ensure students are on track toward mastering the California academic content standards.</li> <li>• Tabled.</li> </ul>
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<p>➤ SPSA Development Process</p>	<ul style="list-style-type: none"><li>• Informational: Vikki Henton, Program Manager, Program Monitoring</li></ul>	<ul style="list-style-type: none"><li>• Henton gave an update about the recent development of the SPSA (Site Plan for Student Achievement). The district made the decision to not have the SPSA created in the Site Base Budget (SBB) tool. Henton stated all principals received communication with directions and guidelines on how to complete the SPSA. Henton stated principals are asked to work with the SSC and ILT to develop their goals and align to the Site Based Budget. Henton encouraged the body to go back to the site and engage in discussion and participate in the development of their site’s SPSA. Questions can be directed to the Program Monitoring department at 619-725-7786.</li></ul>
<p>6. Public Comment</p>		<p>Page opened the floor for public comment. Announcements and comments were made.</p>

Meeting adjourned at 8:30 p.m.  
Minutes recorded. Transcribed by M. Johnson2