

**Local School Leadership
Chase St. Elementary
Minutes for November 1, 2012**

I. Welcome

II. Roll Call

Roll is taken. The following members were present: Susan Babit, Donna Logan, Lisa Ortega, Sandra Iaccino, Leonila Villegas, Yamilet Martinez, Gabriel Flores. A Quorum is present. We are not in compliance because we do not have any parents on the committee. Guests: Ann Swabb

III. Review of Minutes

Minutes were approved as written.

IV. Professional Development

No Discussion

V. Student Discipline

Attendance Incentives – We have Denny’s certificates, In-N-Out is mailing us certificates. Mrs. Babit is buying more trophies so we will have one per grade level. The class in each grade level with the best attendance will be announced at Student of the Month assembly.

Mrs Babit is looking for reports on ADA for teachers to have at parent conferences.

VI. Use of Equipment

The new copy machine – We are over our usage budget on the new copy machine. If we do not slow down our usage, we will have to shut the machine down for certain periods of time. Suggestions:

- Put a sign on the machine – Only for individual copies – in English and Spanish
- Mrs. Logan will talk to the staff at our next PD.

- Make sure parent center is using the correct machines
- Go back to numbers and put limits on the machine if we don't get better
- Make laminated signs for the machines – Machine out of order Already called the office – so that the duplos stay in working order. Pin to wall so people can pull them down and call Mrs. Rictor.

Laminating machine – Two different teachers have lost materials they sent for laminating. Suggestions:

- Make sure teachers put their names on stuff
- Have parent center call classrooms when the laminating is done. Send student right away to pick up laminating.

VII. Budgets

No Discussion

VIII. School Calendar

- Halloween – Suggestions for next year's parade:
 1. Countdown from 5th to K instead of up
 2. Move all lunches up 15 minutes to give 5th more time to change
 3. Ligget uses a minimum day on Halloween –Do we want this?
 4. 1:45 worked well
 5. Signs for where they are selling food. Food was in two different places. Can it be put together?
 6. Jamba Juice gave us 20% of sales

Library Problems – Ask Librarian to make a monthly schedule with exact dates for teachers to follow. Teachers are having problems with the every two-week schedule.

Schedule Dates

- Last 2 days of school will be minimum days. Right now May 30th and 31st. We still have 2 floating minimum days to schedule.
- 5th grade graduation – May 30, 2012
- Practice on yard – May 22, May 28, and May 29th
8:00 to 9:00 AM - need sound system
- Starting April 29 – May 20 5th grade will share music with Kinder – Mondays 8:15 – 9:15AM
- 5th grade park trip May 29th
- 5th grade beach trip (if possible) May 24th
- 5th grade softball game May 23rd at park
- 5th grade autograph day – May 31, 2012

IX. New Business

No discussion

X. Closing

NEXT MEETING: January 13, 1013