

**Gunn High School Site Council Meeting  
January 9, 2017  
DRAFT Minutes**

**Attending:**

<u>Staff Reps</u>	<u>X</u>	<u>Parent Reps</u>	<u>X</u>	<u>Student Reps</u>	<u>X</u>	<u>Visitors</u>	<u>X</u>
Denise Herrmann	X	Jane Dick	X	Andrew Dong	X	Miriam Stevenson	X
Adriana Aro	X	Ani Gnanalingam	X	<del>Alvin Hom</del>		Advait Arun	X
<del>Myesha Compton</del>		Liz Milner	X	Kathy Liu	X	Joshua Mei	X
Darlene Feldstein	X	Jen Schultz	X	Hanna Suh	X	Crystal Guo	X
Yukie Hikida	X	Sunita Verma (alternate)	X	Catherine Wang	X		
Deanna Messinger	X						
Jackie Selfridge	X						
Toni Smith	X						

Meeting was called to order at 4:04pm by co-chair Kathy Liu.

**Open Forum**

There were no open forum topics or visitors.

**Old Business**

Darlene moved (and it was seconded) to approve the minutes of the December 5, 2016 meeting. Minutes were approved as distributed.

Denise Herrmann presented an update on the Site Council Budget.

Income:

Carryover from 2015-16: \$8432.06

Allocation (14th day): \$22,934.00

Expenses:

Site Council Coordinator salary/benefits (Aug-Nov): \$6243.97

Office expenses: \$150.00

CA Library Protection Bill: \$1318.50

Grant: Project 1 (Doc Camera): \$356.25

Grant: Project 2 (Fiber Arts Embroidery): \$3262.40

Grant: Project 3 (Inquiry/Collaboration Furniture): \$6701.40

Total income + carryover: \$31,366.06

Total Expenses: -\$18,032.52

Balance: \$13,333.54

**New Business:**

**School Improvement Updates**

Assistant Principal Miriam Stevenson gave an update on the District's renewed focus on attendance policy adherence (in alignment with State policies) and Gunn's focus on student engagement through attendance. New district processes include increased automatic notifications regarding absences, including truancy letters. At Gunn, the goal is always to get absent students re-engaged in class/school. Ms. Stevenson will continue to work on messaging to parents and welcomes input.

Dr. Herrmann led the Council through a review/update on the WASC plan in preparation for the Single Plan for Student Achievement (SPSA) report to the Board of Education in March. Meeting attendees split into small groups to work on Actions Completed and Actions for 2017-18 for each of the 3 Goals. Dr. Herrmann also asked Site Council members to review the resulting draft for additional input before the February meeting, and to send her any questions or comments. Site Council will review a more complete draft of the SPSA during our February meeting in preparation for Dr. Herrmann's presentation to the Board of Education in March.

**Constituent Group Reports:**

Ani Gnanalingam gave an update the PTSA, which included mention of the Staff Appreciation Lunch, Finals Week bagels, and upcoming Latte Cart, Principal's Coffee, and Lunar New Year staff lunch.

Toni Smith gave the Teacher Report, which included updates on: the Gunn ReCYCLEd program, staff party, DECA regional competition, CA Math League, new courses for 2017-18, concerns about visitors not signing in on campus and showing up at classrooms, questions about grant timing, and appreciation for the staff luncheon. Yukie Hikida mentioned the world language articulation meeting between middle and high school teachers.

Andrew Dong gave the Student Report, which included updates on: Finals Week activities, Gunn v Paly basketball game, Martin Luther King, Jr. assembly, Town Hall and forthcoming student survey, Spring Club Day, Elimination game. There was brief discussion about perceived increase in goodwill and connectedness between the Gunn and Paly communities.

Ani Gnanalingam gave the Parent Report, which included updates on senior portraits and questions about schedule revision and Social-Emotional Learning (SEL) curriculum development.

As the Principal's Report, Dr. Herrmann gave a presentation about the Wellness/Social-Emotional Learning (SEL) and New Schedule Challenge, which seeks to incorporate dedicated time for the soon-to-be-adopted District-wide (SEL) framework **and** the small-group mentor/adviser model being developed at Gunn.

Kathy moved to adjourn the meeting at 6:20pm.

**Next meeting:** February 6, 2017 at 4:00pm in the Staff Lounge