

**Arcadia High School  
School Site Leadership Team  
Wednesday, June 8, 2016 Conference Room A-1  
Minutes**

Meeting called to order at 3:01p.m. by Barb Young

In Attendance: Brent Forsee, Janet Baker, Barb Young, Phuong An, Sharon Sandoval, Debbie Young, Michael Lamb, Ashley Novak, Travis Chen, Jeannie Ackerman, Kathy Yamane, William Kyi, Vicky Stiles, Kevin Fox, Diana Lam, Martin Liu, Jefferson Yin

**AGENDA ITEMS:**

**Stadium Parking for Teachers:**

J building teachers complaint: In past few months parking has become an issue-? Safety, students come and park after lunch, athletes are changing their clothes in the lot, parents come through to pick up kids, sometimes the gates are closed after lunch, people who don't belong in the lot are not getting tickets.

● **ACTION PLAN:**

Table this for next school year. Think of possible solutions- Too close to end of year for solutions to be implemented.

1. All teachers in one faculty lot
2. Teachers adjunct duty to monitor lot
3. Community volunteers come to monitor lot
4. Lock the gates

The agreement between ATA and AUSD was for the leadership team at each site to do the following:

1. determine if the current site decision making model/process is working or not. SSLT following up on the work done at AHS over the course of the year indicated that it appeared clear that the model needed to be worked on.
2. the agreement calls for leadership team to create a group with the specific task of working on site-decision making and that it be comprised of department representation (department chairs) so as to be more representative of the school at large (and not left to random or luck depending on which teachers were willing to serve).

What SSLT actually did at their last meeting was to amend their by-laws to reconfigure SSLT for the coming year in order to be the actual committee now tasked with exploring site-decision making.

They will convene in their new configuration in the Fall and work to meet the Oct 31 deadline using a consensus process.

There has been no actual work done on site-based decision making - that work starts (over the summer for some of us) in the Fall - at which time the entire staff and all stakeholder groups will be engaged and included in the work yet to be done.

## **SSLT Configuration, shared decision making**

According to the "Memorandum of Understanding" which states "At school site level that there is a need to adjust site decision making process". 1iii. By Department chairs or representative- Therefore, do we change body of SSLT? 10 teachers= 50%teachers (Total members= 20 members) CHANGE bylaws and/or get consensus from Department Chairs. Brent states that Department Chairs have already discussed-No Pushback

Ashley Novak: Review of SSLT appears that Department Chairs already do it, so what is the use of SSLT, Department Chairs have more Power

QUESTIONS/discussion-How to get Department Chairs more involved with SSLT

Another option: Appoint another body to create Site Consensus.

Barb Young: Leaning towards Department Chair or representative model. Cleaner to have Department Chairs than representatives from Dept. Increase Consistency, Decrease conflict.

Brent Forsee: Utilize existing Structures: 10 teachers, 1 counselor, 1 APSA, 1 classified, 1 admin, 3 parents, 3 students.

- **ACTION ITEM:** Janet Baker moves to consider changing bylaws: Article 3, sections 1&3 (carried)

1. Diana added that Department Chairs should send students and parents (SSLT membership) the minutes of Department Chair's & Staff meeting minutes including binder of bylaws
2. Travis added that next year's members must be very active and attend meetings, what is the quorum? 50% of each body's membership must attend.
3. Jeannie mentioned that SSLT used to follow this practice a. Info presented at first meeting, b. Discussion at second meeting, c. Vote at 3rd meeting.

- **ACTION ITEM:** Ashley Novak moves to change the composition of the SSLT body -  
--Article 3, section i (carried)  
-- Article 3, section iii (carried)  
--Department Chairs will serve as SSLT members, APSA representative shall be selected by ASPA reps (carried)

Brent will email the department chairs, feeling energized for better communications in the following years and thanks everyone for their service this year.

## **ACTION PLAN:**

### **New Business:**

Introduction of our 2016-17 Student Members: Martin Liu and Jefferson Yin (incoming Student Rep to the Board) by Travis Chen (2016 SRB)

Meeting adjourned: 3:58p.m.

Respectfully submitted,

Kathy Yamane,  
Recording Secretary