Laurel Ruff Center, San Juan USD
School Site Council Meeting
Meeting Agenda for December 10, 2013

I. Attendance Role Call & Approval of Previous Minutes: **ACTION ITEM** approximate time 2:45 PM

II. Old Business:
(note – will consider if any items can be deleted from the ongoing agenda as we proceed through agenda)

A. Laurel Ruff Site Council Membership & By-Laws
   1. Membership review - as necessary
   2. By-law review (as needed)

B. Laurel Ruff Team & Committee Reports
   1. Safety Committee & Grounds / Safety Plan Review
      ♦ Safety Plan Review
      ♦ Site crime & safety report
   2. Facilities updates
      ♦ Measure N updates
   3. Health & Attendance Updates

C. district updates
   1. District changes / updates
   2. SJUSD Special Education Department updates

D. Assessment, Curriculum & Instruction
   1. Article 24 – school leadership team & ‘collaboration’ Thursdays update
   2. 2013/14 master scheduling and updates
   3. curriculum & assessment updates
   4. Staff development updates
   5. Project Search updates
   6. proposed Workability changes for 2014/15

E. Community, Climate & Culture
   1. accomplishments
   2. parent support updates
   3. Extracurricular events (e.g. Mighty Milers, Visual & performing arts, VIP & Special Olympic sports etc….)
   4. Laurel Ruff public relations

III. Site Plan **ACTION ITEM** approximate time 3:40 PM

2013/14 Site Plan – review and amend as needed

A. Goal 1 – POSITIVE SCHOOL CULTURE
B. Goal 2 – POST-SECONDARY TRANSITION – INDEPENDENT LIVING SKILLS
C. Goal 3 - POST-SECONDARY TRANSITION - EMPLOYMENT & VOCATIONAL TRAINING
D. English Language Learner advisory committee (ELLAC)

IV. Budget Review & Actions **ACTION ITEM** approximate time 3:50 PM

A. 2013/14 – site budget
B. EIA – LEP funding
C. Character Education budget
D. Family donations
E. Budget actions as necessary

V. Component Reports approximate time 4:00 PM

A. Certificated
B. Classified
C. Parents
D. Community

VI. New Business: approximate time 4:15 PM

A. Special Education Strategic planning meeting in January
B. Open Forum for new items

VII. Correspondence and/or Public Comments approximate time 4:25 PM

VIII. New Agenda Items for Next Meeting

IX. Next Meeting Date/Time

X. Adjournment **ACTION ITEM** approximate time 4:30 PM

---

At Laurel Ruff our mission is to educate students in the least restrictive environment as they attain their maximum potential.
I. Attendance Role Call & Approval of Previous Minutes:

**Attendance:** Julia Arreguin, LeAnn Thiele, Shari Studebaker, Kacy Grommesh, Laurie Hale, Cheryl Busman, Kim Willbee

Approval of previous minutes
- Motioned by Kacy Grommesh
- Seconded by Shari Studebaker
- Vote: unanimous

II. Old Business:
(note – will consider if any items can be deleted from the ongoing agenda as we proceed through agenda)

A. Laurel Ruff Site Council Membership & By-Laws
   1. Membership review - will need another teacher by January
   2. By-law review (as needed)

B. Laurel Ruff Team & Committee Reports
   1. Safety Committee & Grounds / Safety Plan Review
      - Safety Plan Review – There is a Threat Assessment Workshop, we may want to amend safety plan after work shop
      - Site crime & safety report – Office continues to forward district level safety concerns. Police were on campus to deal with homeless people on campus and a suicide threat
   2. Facilities updates
      - Measure N - community forum video / restroom re-mod plan – work starts in January – March. Phase one will be in the South wing. Phase two will be the big bathrooms and should be completed in April – June. Bathroom between rooms 10 and 11 will get a new floor.
   3. Health & Attendance Updates – All school attendance day on November 1st results. The next all school attendance day will be on November 15th

C. District updates
   1. District changes / updates
   2. SJUSD Special Education Department updates

D. Assessment, Curriculum & Instruction
   1. Article 24 – school leadership team & 'collaboration' Thursdays update – Collaboration meetings are scheduled through 2013. Character trait for November is responsibility
   2. 2013/14 master scheduling and updates- November 14th collaboration to decide electives. December 13th – first period – students will register for electives. Blocks to be determined via course planner form.
   3. Curriculum & Assessment updates – Aaron Miller will be on campus to help with report cards in December
   4. Staff development updates – need to add 6 more hours of staff development because furlough days were reinstated
   5. Project Search updates – over 20 eligible students but only 8 spots open

E. Community, Climate & Culture
   1. Accomplishments – Another successful Boo Bash with over 200 people. Kitchen cabinets in trailer were repaired by a community member
   2. Parent support updates – nothing to report.
   4. Laurel Ruff public relations – Principal for the day was a director from UC Med Center. Relationship with ARC continues to be a work in progress. Several ARC staff have been invited to Holiday Luncheon

III. Site Plan Revision & Approval
   2013/14 Site Plan – review and amend as needed – Site council discussed the need to add a goal for lifelong learning/post-secondary education
   A. Goal 1 – POSITIVE SCHOOL CULTURE – Respect and responsibility traits have been covered
   B. Goal 2 – POST-SECONDARY TRANSITION – INDEPENDENT LIVING SKILLS
   C. Goal 3 - POST-SECONDARY TRANSITION - EMPLOYMENT & VOCATIONAL TRAINING
   D. English Language Learner advisory committee (ELLAC)

IV. Budget Review & Actions
   A. 2013/14 – site budget
   B. EIA – LEP funding - will be hiring a PT program aide – the job description is written for an employee with a disability
C. Character Education budget $300.
D. Family donations - $40. Donated for construction class. Parent from room 10 donated pizzas for Boo Bash

E. Budget actions as necessary

V. Component Reports
A. Certificated - Kacy Grommesh is retiring 12/31/13
B. Classified - 2 new classified employees
C. Parents
D. Community

VI. New Business:
A. proposed Workability changes for 2014/15 – Hired an additional youth employment tech
B. Open Forum for new items

VII. Correspondence and/or Public Comments

VIII. New Agenda Items for Next Meeting

IX. Next Meeting Date/Time    December 10th at 2:45

X. Adjournment

♦ Motion by: LeAnn Thiele
♦ Seconded by: Kim Willbee
          Vote: unanimous