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 **approximate time 2:50 PM**
   1. Membership review - as necessary
   2. By-law review (as needed)
B. Laurel Ruff Team & Committee Reports **approximate time 2:55 PM**
   1. Safety Committee & Grounds / Safety Plan Review
      ♦ Safety Plan Review – updated plan due to district by the end of March
      ♦ Site crime & safety report
   2. Facilities updates
      ♦ Measure N updates
   3. Health & Attendance Updates
C. District updates **approximate time 3:10 PM**
   1. District changes / updates
   2. SJUSD Special Education Department updates.
   3. Special Education Strategic planning (met on January 27) – updates and next steps
D. Assessment, Curriculum & Instruction **approximate time 3:20 PM**
   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 **approximate time 3:30 PM**
   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. Goal 4 - POST-SECONDARY TRANSITION – EDUCATION
E. 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. 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
### Supplemental Allocation

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<tbody>
<tr>
<td>Laurel Ruff Center</td>
<td>118</td>
<td>72</td>
<td>12</td>
<td>61%</td>
<td>10%</td>
<td>8,459</td>
<td>12,600</td>
<td>5,764</td>
<td>18,364</td>
<td>9,905</td>
<td>16,354</td>
<td>2,010</td>
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</tbody>
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**Ranked Per Pupil Allocations:**
- **90 - 100%** $220
- **80 - 89%** $190
- **70 - 79%** $187
- **0 - 69%** $175

**TO:** Laurel Ruff Site Principal  
**FROM:** Ramona Nelson, Director, Office of Student Learning Assistance  
**RE:** LCFF Supplemental Grant Allocations  
**DATE:** February 5, 2014

Attached to this email is your Local Control Funding Formula (LCFF) Supplemental Grant site allocation (previously known as EIA-LEP).

The intent of LCFF legislation is to INCREASE and IMPROVE services to students of poverty, English Learners, and foster youth. Given that you are receiving the same or more funds than last year, it would be very difficult to justify a reduction in present services. Therefore, it is assumed that you will continue to employ the .375 Bilingual Aide presently at your site.

**HOW TO READ THE ATTACHED BUDGET SPREADSHEET:**

The first six white columns include school demographic information which was taken into account in determining the amount of ADDITIONAL dollars (third light green column) to allocate to your site.

Blue column notes your EIA-LEP allocation of 13-14 (for comparison purposes to 14-15).

First light green column is your 14-15 per pupil preliminary* allocation based on your unduplicated student count.

Per pupil allocations vary depending on the percentage of unduplicated pupils in your total student enrollment.

This is a standard budgeting procedure which accounts for the fact that higher numbers of poverty/EL students compound the overall need for additional services at the school. You will find the “ranked per pupil allocations” at the bottom of your budget spreadsheet.

Second light green column is additional dollars provided to your site to ensure parity in funding with 13-14 and sufficient funds to continue services to EL students already in place.

Third darker green column is your total preliminary* allocation for 14-15.

Fourth yellow column is the difference in allocations from 13-14 to 14-15. No one should see a negative number in this column. Please call this office if you do.

The fifth pink column is the cost of the present EL services you are paying for out of your present LEP budget. This is data should help inform your decision-making for 14-15, especially if you decide to increase services at a later date.

(If you decide to increase staffing, you will need to complete an RFP. A second document describing this process is attached herewith.)

The sixth white column is your “discretionary balance”. It is the difference between your total preliminary* allocation (dark green column) and the cost of your EL services (pink column). On the far right hand side of the page is detailed information about the EL services you presently provide at your site which resulted in the totals we show in the pink column.

If you have ANY questions regarding allocations or process, please contact this office.

*preliminary allocations are based on our best estimates of revenue we will receive from the State later in the year.

Occasionally, we receive more than anticipated in which case you MAY receive a future smaller allocation.
I. Attendance Role Call & Approval of Previous Minutes:
In attendance: Julia Arreguin, LeAnn Thiele, Laurie Hale, Shari Studebaker, Kim, Willbee, Cheryl Busman
Approval of minutes
    ♦ Motion by: Laurie Hale  Seconded by: Kim Willbee      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 - as necessary. We will need a new teacher with previous member’s retirement in December. We also need more community members. We can ask teachers during our Thursday collaboration meeting. Julia and LeAnn will put something in the school bulletin for community members. We will need a parent/community member to volunteer for the SPAC. Kim Willbee has volunteered to attend with a partner. We will verify if a student can represent our school.
   2. By-law review (as needed) – not needed
B. Laurel Ruff Team & Committee Reports
   1. Safety Committee & Grounds / Safety Plan Review
      ♦ Safety Plan Review: Review and vote on safety plan in February.
      ♦ Site crime & safety report: No break-ins or acts of vandalism since our last meeting.
   2. Facilities updates
      ♦ Measure N updates: Julia sent a link to staff for a survey due Friday, January 17.
   3. Health & Attendance Updates: attendance is improving.
C. District Updates
   • District changes / updates
      ♦ a request - district level rep for LCFF LCAP committee needed. Jeff has been attending.
      • SJUSD Special Education Department updates.
      • The school will be getting $17 per students to implement the Common Core Standards.
      • You Light The Way Awards: Nominations due Jan. 22. The ceremony is in March.
      • Special Education Strategic planning meeting in January 29. Julia and Shari will attend for LRC.
D. Assessment, Curriculum & Instruction
   1. Article 24 – school leadership team & ‘collaboration’ Thursdays update: The leadership team planned the next collaboration on either Schoology or IEP paperwork review. Last Thursday’s collaboration covered the ARC schedule for students and staff. We also discussed how to affirm and attest updates of goals and progress reports.
   2. 2013/14 master scheduling and updates: We have scheduled our CBI dates and after-school events through the end of the school year.
   3. curriculum & assessment updates: It is time to start thinking about our data. We also need to think about our site plan in relation to the district’s strategic plan and discuss modifications as needed.
   4. Staff development updates: On May 23 we will have a staff development covering implementation of the Common Core Standards.
   5. Project Search updates: The Open House is scheduled for April 24. The applications are due in May. Students from Project Search would like to come to our school and talk to students about the skills that are needed. We can video tape the presentation and use it in the future for training.
   6. Proposed Workability changes for 2014/15: thinking of changing the pay structure for our students (We have hired a new staff member who is a graduate of a district TPP program)
E. Community, Climate & Culture
   1. Accomplishments: We have 42 basketball players. We have approximately 35-40 students enrolled in classes at ARC. The first two students who took academic classes last semester passed their classes.
   2. parent support updates: We have the Transition Fair scheduled for April 30.
   3. Extracurricular events (e.g. Mighty Milers, Visual & performing arts, VIP & Special Olympic sports etc….):
      Basketball – We have 4 teams. We discussed uniforms and will be ordering them soon. April 27 is Run for the Stars.
   4. Laurel Ruff public relations: We have new community members who have volunteered to help with Basketball.

III. Site Plan
2013/14 Site Plan – review and amend as needed. Jan. 29 Julia and Shari will attend the district’s special education strategic plan meeting. We will review and amend our plan if needed after this meeting.
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. Goal 4 - POST-SECONDARY TRANSITION – EDUCATION
E. English Language Learner advisory committee (ELLAC)

IV. Budget Review & Actions
A. 2013/14 – site budget
B. EIA – LEP funding: We will be hiring a program aid to assist ELL students in room 1.
C. Character Education budget: We have $300 to spend on the program. We will discuss it in the future.
D. Family donations: We had a couple hundred dollars donated for the family food baskets.
E. Budget actions as necessary

V. Component Reports
A. Certificated: We have a new teacher, Jacob Gerving.
B. Classified: Nothing to report.
C. Parents: We have many parents and families in need.
D. Community

VI. New Business:
A. Open Forum for new items

VII. Correspondence and/or Public Comments

VIII. New Agenda Items for Next Meeting
IX. Next Meeting Date/Time: Feb. 11, 2014

X. Adjournment
   ◆ Motion by: Shari Studebaker    Seconded by: Laurie Hale    Vote: Unanimous

Notes submitted by Laurie Hale