

**iHigh Virtual Academy**  
**School Site Council Meeting Minutes**  
**October 1, 2015 – 1:30 PM- iHigh Science Lab**

**Present:** Samantha Shaffer, Willow Ritchey, Mrs. Nancy Ritchey, Mrs. Susan Shaffer, Mrs. Carrie Lopez, Mrs. Laurie Lavache, Mrs. Susie O’Neill, Ms. Rita Macedo, Mrs. Anna Baker, Mrs. Pamela Bell, Mrs. Patty Cava.

A. Call to Order/Meeting Minutes

1. Patty Cava (MacIntyre) called the meeting to order at 1:32 PM.
2. Each member introduced themselves. .
3. SSC voted unanimously to approve the minutes from the May 14, 2015 meeting.
4. Announcements: Patty Cava announced that the members had been added to the iHigh SSC Listserv so we can communicate with each other without divulging personal emails.

B. Business Items

1. **Bylaws-** SSC reviewed and voted unanimously to approve the 2015-16 bylaws.
2. **SSC Officers-** The following officers were elected:  
Chair: Samantha Shaffer  
Co-Chair: Mrs. Susan Shaffer  
Secretary: Mrs. Laurie Lavache
3. **DAC Representatives-**The following DAC reps were elected:  
Rita Macedo  
Susie O’Neill – Alternate  
Principal Cava attends almost all of the DAC meetings, even though she is not able to vote.
4. **Meeting Schedule-** SSC members reviewed and voted unanimously to approve the proposed meeting schedule (attached). Meeting times were approved as starting at 1:30 PM.
5. **Community Partner Parking Lot Fundraiser-** Principal Cava explained this is the final year of the Operation Student Virtual Learning grant. The grant funds have not yet been rolled over by the district. The remaining funds are projected to barely cover the cost of two iHigh teachers, plus the consultant fees for doing the final evaluation reporting. iHigh only has \$8,890.00 in site discretionary funding to sustain us for the entire year. Our community partner, Korky’s, has proposed two fundraisers to help us. One is the Friday Parking Lot fundraiser, which opens the lot for public parking on Fridays from 11 AM to 2 PM, with the proceeds going to iHigh. The other is a Fall Festival or Halloween-type carnival for the end of October. The details for the carnival are still being worked out. The SSC voted to approve the Friday Parking Lot Fundraiser. They also voted to approve the concept of an October carnival, with further details pending.
6. **Budget Update –** Principal Cava discussed the site budget summary (attached) and explained that several categories of funding have not yet been rolled over by the district.

7. **Public Comment** – Mrs. Shaffer asked if the SSC agenda could be presented in a more user-friendly format. Principal Cava agreed that we need to change back to our original format for the SSC agenda because the format recommended by the district was too confusing, especially for a small school like iHigh with less than \$700.00 in Title I funding.
8. Meeting was adjourned at 2:31 PM.

The next SSC meeting is October 29, 2015.

Respectfully submitted by Patty Cava, on behalf of Laurie Lavache



## iHigh School Site Council Meetings for 2015-2016

*Proposed Schedule - Subject to SSC discussion/approval*

*1:30 PM – 2:30 PM at iHigh/Old Town Campus*

- Thursday, October 1, 2015
- Thursday, October 29, 2015
- Thursday, November 19, 2015
- Thursday, January 21, 2016
- Thursday, February 11, 2016
- Thursday, March 24, 2016
- Thursday, April 28, 2016
- Thursday, May 26, 2015

*\*Questions for SSC:*

*Is Thursday a good day to meet? Or other?*

*Is 1:30 PM a good time? 2 PM? Other?*

*Would you prefer to meet in December? June?*

*Please note that January/February meetings must be flexible to address district budget approval deadlines.*

	B	C	D	E	F	G	J	K
2								
3	<b>SAN DIEGO CITY SCHOOLS</b>							
4	<b>DEPARTMENT RESOURCE BUDGET STATUS SUMMARY</b>							
5	<b>DEPARTMENT 0504 - iHigh Virtual Academy</b>							
6	<b>FOR BUDGET PERIOD 2016</b>							
7	As of 09/30/2015							
8								
9								
10	RESOURCE	DESCRIPTION	ORIGINAL	BUDGET TRANSFERS	ADJUSTED	EXPENDITURES	PRE-ENCUMBRANCES and ENCUMBRANCES	CURRENT BALANCES
11								
12		<b>All Resources</b>						
13	00000	Discretionary Alloc	8,886.00	0.00	8,886.00	761.14	1,283.83	6,841.03
14	00029	Addtl Counselor Days	1,206.00	0.00	1,206.00	0.00	0.00	1,206.00
15	00070	Gen Ops / Graduation	0.00	0.00	0.00	0.00	1,340.00	(1,340.00)
16	08000	Unrestricted: Contributed	0.00	400.00	400.00	0.00	0.00	400.00
17	09800	LCFF Intervention Support	1,383.00	0.00	1,383.00	0.00	0.00	1,383.00
18	30100	Title I Basic Program	531.00	0.00	531.00	0.00	0.00	531.00
19	30103	Title I Parent Involvement	85.00	0.00	85.00	0.00	0.00	85.00
20	58570	DoDEA: OSVL	203,413.00	0.00	203,413.00	58,241.65	196,165.01	(50,993.66)
21		<b>Total Resources Site Controlled</b>	<b>215,504.00</b>	<b>400.00</b>	<b>215,904.00</b>	<b>59,002.79</b>	<b>198,788.84</b>	<b>(41,887.63)</b>
22	00010	Position Allocation	935,146.00	0.00	935,146.00	90,171.41	897,222.23	(52,247.64)
23	00011	Visiting Teachers	5,903.00	0.00	5,903.00	0.00	0.00	5,903.00
24	00012	Additional Teacher Cost	0.00	0.00	0.00	2,812.52	7,396.37	(10,208.89)
25		<b>Total Resources NOT Site Controlled</b>	<b>941,049.00</b>	<b>0.00</b>	<b>941,049.00</b>	<b>92,983.93</b>	<b>904,618.60</b>	<b>(56,553.53)</b>
26		<b>Total All Resources</b>	<b>1,156,553.00</b>	<b>400.00</b>	<b>1,156,953.00</b>	<b>151,986.72</b>	<b>1,103,407.44</b>	<b>(98,441.16)</b>