

**SAN DIEGO UNIFIED SCHOOL DISTRICT  
LEWIS MIDDLE SCHOOL  
Site Governance Team (SGT)**

Meeting Minutes

**Date: November 13, 2018**

Meeting Minutes

Members present (X):

**Staff**

- Brad Callahan, Principal
- Smith, Jennifer, Teacher
- Norman, Marie, Teacher
- Hughes, Ken, Teacher
- Grantham, Michelle, Teacher
- McCarthy, Ann, Teacher (SDEA)
- Coussa, Amber, Non-classroom
- Classified

**Parents/Community Members**

- Gavaldon, Janet, Parent
- Delehanty, Chris, Parent
- Ehle, Lynette, Parent
- Lopez, Dorian, Parent

Guests: Marina Garcia, V.P.; Michelle Vergne, V.P., Rema Gieger, Parent; M.DeCino, Admin. Asst.; Dina Weiss, Counselor; Steven Santana, Teacher

ITEM	DESCRIPTION/ACTIONS	MEETING SUMMARY
Call to Order	Item: Marie Norman	Meeting called to order at 3:03 p.m.
<b>I. <u>Public Comments</u></b>	Item: Marie Norman	No report.
<b>II. <u>SGT Membership</u></b>	Item: Brad Callahan	No report.
<b>III. <u>SGT Business</u></b> A. Approval of Minutes: 10-8-18  B. By-Laws Review/Approval	Action Item: Marie Norman  Item: Brad Callahan	Minutes approval: Ms. McCarthy motioned to approve. Ms. Coussa seconded. Approved.  Ms. McCarthy drafted new Lewis SGT Bylaws and presented her suggestions and edits to committee. Discussion of composition membership and of students as members or as consultants ensued. Ms. McCarthy asked members to compare old bylaws to revised bylaws in progress, and revision to be continued at next meeting.
<b>IV. <u>Student Success and Accountability</u></b> A. Academics 1. School-wide Instructional Focus 2. Home/School Communication  3. 2018-19 Additional Student Supports	Item: Brad Callahan  Item: Brad Callahan  Item: Brad Callahan	No report.  Mr. Callahan will email families the updated Home School Compact.  Opportunities to work in School Climate and Connectedness upcoming in December. CHKS survey results analyzed for data and interpretation.

ITEM	DESCRIPTION/ACTIONS	MEETING SUMMARY
<p>4. 2018/19 Academic Courses</p> <p>5. F/U Promotion Policy</p>	<p>Item: Brad Callahan</p> <p>Item: Brad Callahan</p>	<p>Ms. Weiss summarized Lewis' Parent Conferences procedure and progress, and there was discussion of recommendations for future conferences including double slots, adjustments to 15 minutes, personal touch of teacher contact, google sheets.</p> <p>No report.</p> <p>No report.</p>
<p><b>V. <u>School Facilities, Planning, Climate Report</u></b></p> <p>A. Staffing and Assignments/Master Schedule 2018-19</p> <p>B. Facilities and Planning</p> <p>C. School Wellness</p>	<p>Item: Brad Callahan</p> <p>Item: Brad Callahan</p> <p>Item: Marina Garcia</p>	<p>No report.</p> <p>No report.</p> <p>Ms. Garcia reported that the District goal this year is for each site to identify one Wellness (activity/opportunity) goal for each group: students, staff and families. Lewis' School Wellness Committee Worksheet is due Nov. 30. Marina will serve as coordinator, any interested individuals are welcome to contribute.</p>
<p><b>VI. <u>Patrick Henry High School Cluster Council Report</u></b></p>	<p>Item: Brad Callahan</p>	<p>No report.</p>
<p><b>VII. <u>Parents and Community</u></b></p>	<p>Item: Brad Callahan</p>	<p>No report.</p>
	<p>Item: Marie Norman</p>	<p>Meeting adjourned at 5:25 p.m.</p>

Minutes recorded by M. DeCino