

## **McCallum Campus Advisory Council (CAC)**

McCallum Library

5600 Sunshine

April 2, 2018

### **MINUTES**

**Present:** Administration representatives Mike Garrison, Gabe Reyes; Community representative Susan Moffat; Teacher/Staff representatives Stephen Burnette, Jane Farmer, Rachel Murray, Julie Rigby (special ed), Andrea Rogers (classified); Parent representatives Anne Heinen, Holly Eaton, Kevin Foster, Ellen Grady-Sessa, Claire Mathias; Visitors Laura Yeager, Dina Ortiz, Ken Rogers.

- 1. Call to order.** Co-chair Stephen Burnette called the meeting to order at 5:30pm.
- 2. Approval of Minutes.** Minutes of the March meeting were pre-approved by electronic vote and posted to the MacKnightly News.
- 3. Citizen Communication/Member Announcements.** Visitor Laura Yeager inquired about how McCallum is handling district cuts to Parent Support Specialists and a new proposal for senior capstone projects. Principal Mike Garrison responded that McCallum, as a non-Title One school, doesn't qualify for extra funding for Parent Support Specialists so cuts do not affect us. Regarding new capstone projects, he reported that principals have been asked to submit any current projects that may qualify as capstones, but that he has not received a rubric for these yet and they will not be reflected on student report cards. Co-chair Anne Heinen suggested the CAC try to finalize next year's CAC membership as much as possible before the end of the school year, including outreach to incoming feeder school parents.
- 4. 2018-19 Budget.** Principal Mike Garrison distributed the draft 2018-10 budget for review by CAC members. Members reviewed staffing allocations, including teachers, classified and administrative employees, as well as non-staffing allocations, which includes all other expenses. Mr. Garrison stressed that the budget is still a working document and will be refined further after student scheduling is completed. He also noted that McCallum is projected to have 1790 students next year, but the proposed allocation is only \$359,160, when it should be over \$430,000 based on the number of students; he is following up with the district to ensure McCallum gets its full allocation. Following questions and discussion, Mr. Garrison encouraged CAC members to contact him with any additional questions.
- 5. Campus Safety – L.O.C.K. Program.** Assistant Principal Gabe Reyes reported on ongoing work to improve campus security. Under McCallum's new L.O.C.K. Program, faculty are instructed to lock all classroom doors during class periods and keep exterior doors locked except those designated by the administration to be open to allow for student access to classrooms or restrooms (English portables, Fine Arts classrooms, etc.). All members of the school community are encouraged to report any suspicious behavior

("If you see something, say something"). In addition, McCallum's five assistant principals and two full-time School Resource Officers maintain a visible presence throughout the school day.

**6. District of Innovation Professional Development Days 2018-19.** CAC members confirmed a previous electronic member vote (10-0) in favor of scheduling next year's Professional Development Days for January 3-4, 2019.

**7. State Testing Dates.** Assistant Principal Gabe Reyes reminded members that state mandated standardized tests are scheduled for April 10-13 (English Language Arts 1 and 2) and May 7-10 (Algebra, Biology, U.S. History).

**8. Adjourn.** There being no further business, the McCallum CAC adjourned its meeting at 6:40pm.

DRAFT