

**Los Angeles Unified School District
Delevan Drive Elementary - School Site Council
January 26, 2023**

Present: Dr. Denise Pratt, Principal, Toni Chu, TSP Coordinator (Year 1), Sara Hansen, Parliamentarian, (Year 2), Simone Whittington (Year 2), Tracy Segotta (Year 2), Jennifer Blankenship, Vice Chairperson, (Year 1), Eibsee Marquez, Chairperson, (Year 2), Cecile Fajardo (Year 1) and Cynthia Wehage, Secretary, (Year 1).

Not Present: Veronica Tharp (Year 1)

I. Welcome

- a. Eibsee Marquez, Chairperson, welcomed the Council and called the meeting to order at 2:31PM.

II. Flag Salute

- a. Cynthia Wehage, Secretary, led the flag salute.

III. Public Comment

- a. 3 comments, at 1 minute each were allowed for any member of the public.
- c. No members of the public were present.

IV. Roll Call (Action)

- a. Cynthia Wehage, Secretary, took roll call to establish a quorum. 9 members of 10 were present.

V. Approval of SSC meeting notes (Action)

- a. Eibsee Marquez, Chairperson, made a motion to approve Nov.'s SSC minutes as written.
- b. Dr. Pratt, Principal, seconded the motion.
- c. 9 were in favor, 0 opposed and 0 abstained.

VI. Principal's Update

- a. Dr. Pratt, Principal, initially noted she had no updated but circled back. She informed Council that everyone (students and staff) has hit the ground running after returning from Winter break and all is going well. Intervention classes have started

and results show skill gaps are closing. These positive results support that monies and expenditures allocated to intervention are well spent.

VII. Unfinished Business

- a. There was no unfinished business to discuss.

VIII. Presentation on Delevan's 2022/23 Budget and Needs Assessment

- a. Toni Chu, TSP Coordinator, presented budget data for 75046, outlining: budget items, descriptions of items, current allocation amount of \$109,098.00 and expenses.
- b. Toni Chu explained Budget 75046 items in detail: Teacher Assistants, Instructional Aide, Teacher X-Times (Non-Tutor), Teacher Release Days and other non-instructional contracts such as Toshiba copiers, etc.
- c. Toni Chu presented and explained Budget 7E046 items: Clerical X-Times, Prof X Times, and Supplemental Instruction Materials.
- d. Toni Chu presented and explained TSP Funds breakdown.
- e. Dr. Pratt, Principal, explains how Title 1 funds can only be used for very specific budget items with restrictions. She elaborates on what the District provides and what needs to be purchased/paid for out of the different buckets that make up the school's budget. Example: District provides DDE 1 day of a PSW and if the school wants additional days DDE needs to purchase those days.
- f. Toni Chu, TSP Coordinator, presents items and asks SSC stakeholders, minus teacher who rated prior, to rank importance of items to help determine spending.
- g. Toni Chu provided link to survey for ranking items in order of importance 1-11. Ranking: Teachers Assistant/Instructional Aids, Teacher X-Time (non-tutor), Teacher X-Time (Tutor), Teacher Release Days, Software License Maintenance, TSP Coordinator, Nurse, Psychologist, Community Representative and Intervention Coordinator.

IX. New Business

- a. Toni Chu, TSP Coordinator, presented a SPSA Modification budget adjustment for the 2022/23. Modification to close Instructional Aide Position in the amount of \$11,217 as position was not used and moving the funds to Teacher X Time (Tutor) in the amount of \$10,920 and Supplemental Instructional Materials in the amount of \$297.
- b. Eisbee Marquez, Chairperson, motions to close out Aid line and move funds.
- c. Jennifer Blankenship, Vice Chairperson, seconded the motion.
- d. 9 votes in favor, 0 opposed, 0 abstained.
- e. The motion passed.

X. Announcements

- a. Toni Chu, TSP coordinator, announces the next meeting would be held on Feb. 16th at 2:30PM.
- b. An additional budget allocation meeting may be need to once district assessments are determined to amend budgets as needed.

XI. Adjournment

- a. Eibsee Marquez, chairperson, motioned to adjourn meeting.
- b. Tracy Segotta, member, seconded the motion.
- c. 9 votes in favor, 0 opposed, 0 abstained.
- d. The motion passed and the meeting was adjourned at 3:12pm.

Add to the bottom of every minutes document.

► These minutes were submitted by Cynthia Wehage, secretary, and have been posted on the school website and were distributed to every member.

► *Cynthia Wehage*, Jan. 26, 2023