

**Lincoln Street School**  
**Governance Committee**  
**Meeting Minutes**

**June 21, 2018**

<b>Board Members:</b>	<b>Karin Matray</b>	<b>TCDE Assistant Superintendent</b>
	<b>Lorna Manuel</b>	<b>TCDE Curriculum Director</b>
	<b>Linda Houchins</b>	<b>TCDE Committee Representative</b>
	<b>Julie Kincheloe</b>	<b>Lincoln Street School Parent Representative</b>

The meeting of the Lincoln Street School Governance Committee was held on the above date. All members were present with the exception of the 2018-19 Parent Representative, Julie Kincheloe.

<b>Call to Order</b>	Meeting called to order at 2:05 by Karin Matray.
<b>Roll Call and Pledge Of Allegiance</b>	Pledge of Allegiance led by Karin Matray.
<b>Approval of Agenda</b>	Motion to approve Agenda by Linda Houchins with a second by Lorna Manuel. Motion carried unanimously.
<b>Consent Agenda</b>	Motion to approve the Consent Agenda by Linda Houchins with a second by Lorna Manuel. Motion carried unanimously with correction to add Lorna's name and then approved.
<b>Audience</b>	
<b>CBO Report</b>	Lourie Larcade presented the year end projections. Lourie indicated not a lot has changed, based on P2 data. Combined Business Manager/Admin MOU. Looking at 18/19 budget is based on COLA. Increase in supplemental concentration... state analyzes differently so there is a significant increase.

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### **New Business**

7.1 Approval of 18-19 LCAP. Lourie Larcade and Michelle Barnard adjusted the LCAP. Karin Matray felt Staff became a bit complacent and they need to challenge themselves more. Lincoln Street School received extra money for EL, lower socioeconomic status, and foster youth. The increase went from 58.25% to 81.33% Last year \$83K was budgeted and only \$6K was spent. Services in LCAP were basically the same. Counseling is a great need at Lincoln Street, with the challenge being getting the families to attend. Christi Deveraux was unaware any supplemental money increases were made. Jim Southwick, Debbie Towne, and Karin Matray review the template, correct codes, and budget. All seemed reasonable for services being provided. Karin said the instructional Program needs to change. We have to rethink the needs of the school. Karin Matray suggested changing from the parent being the primary educator. A change in accountability which could possibly better meet the needs of the students. In the event families are lacking such items as school supplies, or internet, the school could pay to provide certain things. Lincoln Street School could Possibly have gas cards available to families to attend their teacher appointments or school activities. Karin Matray stated that Lincoln Street School is a wonderful educational option; and looks forward to the staff reporting where they are as a school and to think outside of the box. Design thinking. This is a window of opportunity where the staff need to rethink and it will improve the quality of services provided. Christi Deveraux, Michelle Barnard and Lourie Larcade will meet and discuss how best to make the ideas listed above happen.

Karin Matry suggested instead of an paraprofessional, perhaps Lincoln Street School could hire a Family-Community Liaison. Karin Matray is Looking forward to having this conversation to rethink and re-energize Lincoln Street School's program.

Lorna Manuel clarified and moved to approve the LCAP. Linda Houchins asked about consequences to not approving at this time. Lorna Manuel stated If we approve the LCAP it then goes to TCDE for approval. There are changes that need to be made to the document. The LCAP will go back to stakeholders for further input and analysis.

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Move to improve LCAP with understanding that admin will return LCAP to stakeholders.

Motion by Lorna Manuel to approve 2018-19 LCAP with following adjustments:

- Returned for further analysis and input by LSS Stakeholders
- Recommend adjustments made to Paraprofessional Position & Family Liaison Position Linda Houchins offered a second. Motion carried unanimously.

The goal is to make students successful, but they can't do it without the family support. Lorna Manuel suggested a plan to have a follow-up discussion/update as an Old Business item or Stakeholder Update on the September meeting agenda.

**7.2** Lourie Larcade provided information on the SARC Report. Linda Houchins moved to approve the 2018/19 Budget. Lorna Manuel offered a second. Motion carried unanimously.

**7.3** Linda Houchins motion to approve 18/19 EPA Budget. Lorna Manuel offered a second. Motion carried unanimously.

**7.4** Combined all MOU's with a "Not to Exceed" clause. Lorna Manuel made a motion to approve MOU's TCDE services. Linda Houchins offered a second. Motion carried unanimously.  
Lorna Manuel added notes to principal duties Implement goals, should include development of LCAP. 7th Bullet Assist with behavior management issues, regarding discipline. H.R. is going through all job descriptions and will discuss with H.R. and an update be included once improved.

**7.5** Every year health benefits need to be updated and approved. Linda Houchins motioned to approve continuing to offer benefits and Lorna Manuel offered a second. Motion carried unanimously.

Old Business

8. None

Discussion

9 None

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Next Meeting Date                   The next meeting will be held on Thursday, September 13th, at 3:30.

Adjournment                         There being no further business, the meeting was adjourned at 3:05 pm.