

# Memorandum

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**To:** C. Mosteit  
**CC:** Members of the SDMC  
**From:** M. Sainlar, Secretary SDMC  
**Date:** 10/06/08  
**Re:** SDMC Minutes from 09/29/08

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## Minutes

The SDMC meeting took place on Monday, 29 September, from 4:00 – 4:30 p.m. in the LECJ library.

Members present: R. Carter, D. Chasteen, A. Garcia, F. Martinez, G. Miraglia, C. Mosteit, M. Nicholson-Preuss, M. Sainlar, L. Rose, C. Wehde-Roddiger

- I. Old Business
  - a. Approved minutes from the previous meeting.
- II. New Business
  - a. M. Sainlar was elected SDMC's Secretary and D. Chasteen was elected Sgt. of Arms.
  - b. C. Mosteit explained the current situation regarding the budget and the option to either cut positions or return money to the district. C. Mosteit explained that the budget complications resulted from LECJ not making its enrollment quota. The forecast was 635 students and LECJ's 2008/09 enrollment was 601. She further elaborated on the financial impact of the transfer of a number of upperclassmen to schools outside of the district.
  - c. C. Mosteit said that funds to "pay back to the district" would come from the salaries of two unfilled positions (a counselor who retired and a staff member who resigned), the General Fund, CATE and Title I/II monies.
  - d. C. Mosteit assured the SDMC that the budget would not significantly impact operations as the campus has supplies from the previous year and adequate Professional Development funds.
  - e. A. Garcia initiated discussion on issuing textbooks, schedule changes, and student I.D.s during the summer before the 2009 school year. It was decided to table this discussion until the end of the year, but C. Mosteit said it was a workable solution to the problems involved with issuing textbooks during the first weeks of school.

*November 3, 2008*

- f. With regard to the Instructional Days missed due to Hurricane Ike, C. Mosteit stated that Dr. Saavadra will ask for the waiver days, but each school will be responsible for making up instructional time with their students. LECJ's instructional time will be recaptured during lunchtime tutorials sessions and on a voluntary basis at Saturday tutorials. All students who fail any core class for the six weeks report card will automatically be enrolled in tutorial classes during lunch.
- g. M. Nicholson said that National Honor Society members will assist teachers with tutorials and help provide one-on-one peer mentoring.
- h. D. Chasteen made the motion that we will implement more intensive tutorial sessions during A and B lunches on Tuesday – Friday. Faculty and students on a voluntary basis can meet at LECJ on Saturdays to help recapture lost instructional time because of Hurricane Ike. G. Miraglia seconded the motion.
- i. C. Mosteit concluded that any additional questions that the faculty has about “recapturing instructional time” will be addressed at the next meeting.

The meeting was adjourned at 4:30 p.m.