

**Yosemite High School
SIP Minutes
December 6, 2004**

1. Call to Order: Betsy Blum called the meeting to order at 3:18 p.m.
2. Roll Call: Denise Brosi, George Stillman, Rebecca Brokaw, Sue Graham, Tami Michel, Debbie Sebastian, Tony Mowrer, Kathy Burrow, Steve Raupp and Steve Browning, guest.
3. Approval of Minutes: A correction was proposed by George S. to Item 3 under “SIP Budget Review” of the November 1, 2004 minutes. The term “validity” needs to be replaced by “survey responses.” The sentence should read “George brought up concerns regarding the survey responses of our Senior Project program.” Steve moved and Kathy seconded to approve the November 1, 2004 minutes as revised. Vote carried unanimously.
4. Approval of Agenda: Debbie moved and Sue seconded the motion to accept the agenda. Approved by everyone.

Academic Decathlon – Steve Browning

Steve thanked the committee for all the past funding of the Academic Decathlon program. The current YHS team consists of nine students: three on the C team, three on the B Team and three on the A team. SIP funding is used toward Demidec resources (including study materials and sample tests for the different subject areas). Steve believes because of these resources, YHS students do very well in the decathlons. Steven’s current goal is to recruit teachers to help coach in the different subject areas. There are more YHS students that want to be on the team, than available slots. The team currently meets after school to study. This is Steve’s second year of coaching the team.

Distinguished Schools Application

It was an extensive process gathering the necessary information to create the reports for the 2005 Distinguished High School Application, and 2005 Exemplary Career Technical Education Application. Focus groups consisted of administrators, teachers, counselors, students and parents. Earlene spent many hours fine tuning the documents. The final reports were e-mailed to the entire staff to make sure the contents fairly represented what YHS is about. The Career Technical Team consisted of Bob Collins, Dave Dooman and Linda Robison. Applications went in the mail today.

The applications will now be pre-screened in Sacramento for length, formatting and conformity to certain specifications. Committees will evaluate the applications against the RUBRIC’s. There are roughly 300 eligible schools that could have

submitted applications. Finalist schools will be notified in February, 2005. Betsy motioned for the SIP Committee to ratify/approve the California Schools Recognition Program:2005 Distinguished High School Application. George S moved and Sue seconded. All approved.

How to Read the SIP Budget – Cathy Burns

Cathy went over the current SIP Budget with all SIP members present. The current year SIP Budget estimate was approximately \$130,000. The actual figure received today by Earlene is \$97,202 (\$32,798 difference). State apportionments are received monthly, not in a lump sum. The “encumbered column” means a purchase order has been received/processed and monies have been set aside to accommodate the expenditure when it is paid. Cathy went on to explain the process/procedure starting with a purchase order to the final payment.

The SIP Budget is broken down by departments (i.e. Career Center, Challenge Day, etc.) If the SIP Committee approves money for a new program, Cathy will set up a new department to accommodate the program monies.

Non-capitalized equipment is anything under \$5,000. These items are still tracked with asset numbers and locations throughout campus. However, these items are not reported to the State in the same manner as they used to be.

Cathy oversees the encumbrances/requests as they come through and compares them to the initial budgeted amounts. The \$32,798 SIP difference will come out of the unbudgeted monies held in Function 2100, Supervision of Instruction, on page 12 of the Budget Report being examined/reviewed today. The Indirect Costs of \$17,500 on page 1 of the report will also reduce because of the reduction in the SIP Budget. There will be a surplus close to \$13,000 left in the unbudgeted category. Cathy indicated there has always been a SIP carryover just as a precautionary measure if the funding is uncertain for the next year. The SIP carryover from last year is approximately \$53,000. Cathy will have a new SIP Budget report at our next meeting showing the SIP reductions.

Next Meeting: Monday, January 10, 2005 in the Yosemite High School Board Room at 3:15 p.m. We will start the SIP budget process for the 2005/2006 year.

Adjournment: Betsy moved to adjourn at 4:15 p.m. All approved.