I. **Call to order** – Ruth Hellams @ 3:45 pm

II. **Welcome**

III. **Roll call & Introductions**

   A. **Present:** Alyse Hamilton (teacher), Cole Hanna (scholar), Ruth Hellams (Principal), Marcella Kuc (scholar), Victoria Lieu (teacher), Alejandro Martinez (scholar alternate), Karen Parker (classified staff alternate), Herb Samoff (parent), Tyson Smith (teacher), Ivan Vergara (parent), Carolina Alvarez (parent/ELAC), Monica Navarro (parent liaison), Renee Farrell (teacher)

   B. **Absent:** Lora Beatty (classified staff), Nilesh Bhakta (parent), Sterling Porretta (teacher), Francisco Quezada (scholar)

   C. **Guests:** Joe Muga (parent)

IV. **Public Comment** – None.

V. **Review & Approval of September 18, 2018 SSC Minutes**

   D. Motion to approve: Ivan Vergara

      a. Seconded: Tyson Smith

      a. Approved? Unanimously

VI. **Upcoming Meeting Dates for the 2018-19 School Year**

   i. Meeting 3 – 11/6/18

   ii. No December meeting

   iii. Meeting 4 - 1/9/19

   iv. Meeting 5 - 2/5/19

   v. Meeting 6 - 3/5/19

   vi. Meeting 7 - 4/2/19

   vii. Meeting 8 - 5/7/19

   b. Comments: Dates may still be subject to change

   c. Motion to approve: Herb Sarnoff

   d. Seconded: Victoria Lieu

   e. Approved? Unanimously

VII. **Update the SSC Bylaws and change – as needed**

   E. Article IV, Section 2 Election of Officers

      i. Letter A about Elections was discussed at length

      ii. Ruth Hellams proposed changing the wording to “will be held before the first SSC meeting of each school year” to allow incoming 9th grade parents and scholars the opportunity to join

      iii. Discussion continued with respect to sending the ballot out with the Back-to-School Night mailer, in an effort to reach as many families as possible. Ballots could be turned in on Back-to-School night.

   F. Article VII Non-Discrimination Statement
i. Ruth Hellams proposed updating this clause with the new verbiage that has already been changed on the EUHSD and DLA websites

G. Motion to approve both changes: Alyse Hamilton
H. Seconded: Victoria Lieu
I. Approved? Unanimously

VIII. Update on the Peer Tutoring Program – presented by Renee Farrell

J. Interviews and hiring process for 2018-2019 just finished
   i. Juniors and seniors - 48 applied
   ii. 24 scholars will be hired, which is an increase, most are juniors
   iii. 16 current seniors are continuing, total of 40 tutors
   iv. Selections were based on subjects they were willing to tutor and availability, as well as their performance in the interview process
   v. Helenschmidt, Shull, Riley, Farrell were on hiring committee

K. Increased demand of peer tutor hours due to lock-ins
   i. Option to increase weekly hours from 12 to 15 for special events only
   ii. Currently can work 6 hours in typical week, plus weekends or special event

L. Upcoming Tutoring Opportunities
   i. 4th period targeted tutorials with Advanced Study senior scholars
   ii. Senior Lock-Ins
   iii. Request a Peer Tutor program
   iv. Question was raised about college application prompts and the possibility of having peer tutors assist with writing and editing

M. Program Logistics and Benefits were shared
   i. Next Step working to ensure that tutees show up to appointments

IX. Open Agenda Item(s) for the next SSC Meeting
   a. None.

Motion to adjourn – Ruth Hellams @ 4:39 pm

First – Ivan Vergara

Second – Herb Sarnoff

Next meeting scheduled for:

November 6, 2018

3:45 - 4:45 pm

DLA Administrative Conference Room