

SDMC/SSC Minutes February 8, 2016
Monday 4:00-6:00 p.m.
MUR Conference Room

Members Present: Donna Allen, Diane Burbank, Chris Canellos, Kevin Cano, Hayley Chavez, Hayley Dupuy, Denise Hines, Cara Klackle, Jessica Marguet (left at 5:00), Diane Mazzei, Judith Mendelsohn, Matt Middough, Karen Peterson, Marissa Potts, Matthew Sahagún, Alex Torres (left at 5:21), Leslie With, Felicia Yang Arlene Kolber

Members Absent: Kaelie Brodie, Chuck Velschow, David Shannon, Jessica Godinez, Vickie Green,

Guests: Wendy Porter, AVP; Alvaro Calderon, AVP

Open Forum

- Congratulations to Cara Klackle for the choice as Summer School Principal
- Winter Dance Tickets – sold 262 tickets and still weeks to go
- Dance team was in the Superbowl
- Boys Soccer earned a spot in CCS
- Thursday Honoring Varsity players who are graduating
 - Blackout – wear black to show spirit
- Aspirations team held staff focus groups last week

Minutes from 1/25/16 -- approved

Agenda for 2/8/16 -- approved with changes

- Chuck Velschow is absent tonight
 - Tabled Orientation Day Ad Hoc agenda item

Discipline Statistics 4:20-4:30

Reviewed printout of Dashboard printout including last three school years

Suspension rates continue to decrease each year

Only two years of data for Aspirations Advocates (which are the highest need for intervention)

Currently on track to reduce total number of suspensions for this school year

About 1/3 of referrals from this school year are non-education code referrals

Top 3 offenses are fighting, obscenity and being under the influence or possession

Highest numbers of both suspensions and referrals were male students

Effective in reducing number of students suspended

Academically appropriately placed student

Staff training

DII

Mental health supports

Access to alternative placement

Next steps

AVP reviewing specific students

Admin team reviewing interventions (CAT/ACS, Aspirations Advocates, etc.)

Hayley D. - Question regarding detention being included

Teachers can use a referral and/or assign detention

Diane B. - noted majority of discipline is freshmen and sophomore year and discussed possible reasons for this

Maturity

Movement to alternative placements (e.g. Redwood HS)
Diane B further noted that students in athletics are not disaggregated in this data
Would show help with GPA and behavior because kids are engaged
Gender discussed
Current school year 80% of referrals and suspensions were males
Judith M - Question regarding students with IEPs and their ability to be suspension

Big Read Ad Hoc (D. Mazzei) 4:30-4:44

Members read ad hoc proposal
Schedule discussed
New Big Read is after lunch with 6th period
Poster size noted and example is needed
Accountability yet to be determined
feedback
Chris C. – Can AP summer reading book be used
Diane B. – Students can use e-readers
Matt M. - Prizes for those who
Hayley D. – Can we require staff to read over the summer?

- Diane M. - Should be okay with this

Judith M. – would be willing to collect books
Diane B. – use the reverse of the form for example of poster; bookmark for 8 conditions and expectations
Matt S. – online poster (google presentation)

- Add title of book, author
- Jessie M. – offered ideas of poster topics
- Felicia Y. – trifold advertisement options

Judith M. – some books don't lend themselves well to 5 separate conditions

- Edited to 3 or more of the 8 Conditions

Diane B. – considered options to offer rewards to staff
Matt S. – what is considered appropriate text? Graphic novels, etc.

- Diane M. – ask teachers to 'sell' to their students
- Kevin C. – ask students to 'be creative' to encourage

Hayley C. – length of presentation for students
Diane B. – good example of an issue/concern form and ad hoc
Next steps -- ad-hoc to finalize
Accountability -- how and when will it happen?

- Jessie M. – presentation is accountability enough (if you don't do it, you will still be asked to present)

Expectation of poster and journal entries
Approved

Letters of Rec Issue/Concern (Admin) 4:44-5:00

- Diane B. – reviewed letter written from Admin team to SDMC members
- Only 5 teachers who have 8 or more requests for recommendation letters
- Feedback
 - Jessie M – why no Mondays and Fridays
 - Donna A – students need to give teachers time to complete letters
 - Diane M – holidays excluded?
 - Diane B – IVP reviewing google calendar will catch this
 - Chris C – is one hour per student needed; could better letters be written in more time

- Leslie W – two hours would not make a better letter; depends on teacher's knowledge of student; an hour adequate
- Cara K – letter of recommendation never takes longer than an hour
- Arlene K – different schools require different letter content and may count different
 - Diane B – counselors previously did not report this issue when asked about this very concern
- Donna A – students should ask early and often are turning in requests later and later
- Matt S – is the hour discussed in the letter compensation or release?
 - Diane B – release day only
 - If less than 8 letters, administration is flexible to give full day
- Hayley D – can release days be used at home after school?
 - Admin proposal is not for banking or paying extra duty, it is for release days
 - Denise H – not very many teachers using this now
- Approved

Orientation Day Ad Hoc (C. Velschow)

- Tabled to 2/22/16

Aspirations Day 1/14/16 debrief (L. With) 5:00-5:11

- Summary discussed
- Student generated
 - Committee members from Leadership joined Aspirations Task Force
 - Reviewed data from Teachers and Students from previous days
 - Teachers requested all activities in classroom or just outside and also little or no materials needed
- Video and training to staff at Staff Meeting
- Feedback given was largely positive
 - Students reported “simple but elegant”
 - Teacher noted “will result in greater productivity in my 5th period”
 - Games were engaging
 - Advertised on Instagram
- Improvements suggested
 - Teachers did not hand out treats
 - Some directions were not clear
- Aspirations Advocates are planning the next and last Aspirations Day
 - They presented to Aspirations collaboration group
 - Suggestion to ask this group test activity with Leadership class

Site Facilities (Diane B) 5:11-5:21

- J Wing updates
 - Plans are stuck in Oakland DSA office
 - 3 of the 6 stages of approval are completed
 - Hope to start in late May
 - Will go out to bid first
- Different set of architects working on Churchill entrance and Bradley field
 - Could start this summer
 - Same number of parking spots is very important
 - Looking at Bradley field as a teaching station
- Judith M – summer decathlon group needs to have good access for drop off and pick up
- Leslie W – which bleachers would we use (concrete versus aluminum)

- Diane B – bleachers are failing at the joints; replaced with plastic “pumpkin cream” covers

Open House 5:21-5:25

- Felicia Y – math department were mostly all in the same room; worked well
- Matt S – parents complained about walking to a room and being directed elsewhere
- Hayley D – attended parent training at MA that same night and could not attend the Open House
 - Diane B – Open Houses already decided for next year; she will give the dates to others
- Chris C – Always on a Thursday?
 - Diane B – yes, because contract always allows the following day (Friday) to be a minimum day
- Matt S – B days lost 50 min because of short Wednesday and short Friday

IVP Corner

- Tabled to 2/22/16

Set Agenda for 2/22/16

- School Site Plan – begin to approve in sections (SSC agenda item)
- Orientation Day Ad Hoc
- MyVoice Survey 5 custom questions

Process Group Member for 2/22/16: Cara Klackle

Food for 2/22/16: Donna A and Matt S

Meeting Adjourned at 5:27 PM