

**Woodside High School Site Council/SDMC – November 9, 2015**  
**MUR 4:00 – 6:00 PM**

**In attendance: Alex Torres, Arlene Kolber, Cara Klackle, Chris Canellow, Chuck Velschow, David Shannon, Denise Hines, Diane Burbank, Donna Allen, Felicia Yang, Georgia Jack, Hayley Chavez, Hayley Dupuy, Jessica Godinez, Jessica Marguet, Kaelie Brodie, Karen Peterson, Marissa Potts, Matt Sahagun, Matthew Middough, Vickie Green**

**Open Forum**

- Both water polo teams qualified for CCS; entire girls X Country qualified for CCS
- Successful 8<sup>th</sup> grade night - leadership holding up well without Ms. With
- 11/19 & 11/21 – Fall Shows - “To the Prom and Beyond”
- 11/24 – Alumni Basketball
- Shadow program fully booked through December
- There have been 3 High School Fairs where Woodside has been represented plus individual outreach to private homes; in January, there will be a Saturday Open House; parent tours continuing
- Last week was second Aspirations Period (non academic activity to get students engaged in the classroom)– first time planned by students - overall the day was a success

**Approval of Minutes/Agenda**

**Minutes -**

- Corrections: Jessica’s last name is Godinez, not Gutierrez
- Minutes approved

**Agenda-**

- Amended: add final exam schedule and January 4 PD day to beginning of agenda
- Amendments approved

**Final Exam Schedule**

- Questions about how 7<sup>th</sup> period finals will work for seniors – teachers will make arrangements
- Schedule slightly different due to late Memorial Day
- Final exam schedule approved

**January PD Agenda**

- “Homework Carousel/SSR”
  - Work in this committee hasn’t been shared with all staff so that will be shared and then staff will discuss/decide on some next steps
  - Staff will have a variety of discussions: partner, small group, large group
- Workshops
  - Teachers will help lead these; some possibilities might be working on equity cards, continuing homework discussion, etc.
- Agenda approved

## Report from Dept. Chairs

### • SSR Issue Concern Form

- Department chair group's response:
  - SSR will continue for the rest of this school year
  - Administration will review rules and rationale with staff
  - Teachers and students will follow the rules regarding SSR
  - Department chairs will continue to study efficacy of SSR and make a recommendation by the end of May next year regarding SSR
  - Department group will gather data from students regarding SSR (focus groups, interviews) – need current information; questions being finalized
- A student from journalism class emailed to ask teachers to give a survey to their 6<sup>th</sup> and 7<sup>th</sup> period students asking them about SSR to use in writing pro and con articles
- There is data saying that SSR is beneficial to students. Is there something better we could be doing with that time? For example, could it be part of an advisory program? (Advisory task force will be presenting in January). Could there be flexibility for students in how they use those minutes if it's quiet work?
- Is a decision in May too late for making changes next year? If department chairs make a decision in May, it will be too late to make a change to the bell schedule, but not too late to change what is done with those 20 minutes.
- In what ways can the 20 minutes be allocated? Can they be spread out for other classes or tutorial programs, etc? The minutes must be in a period where attendance is taken to be counted as instructional minutes.

### • Homework

- Department chair group's response:
  - Is it a broad concern or specific to certain classes? No answer yet.
  - On agenda for January PD Day.
  - Within same departments, there are different homework policies. It would be a good discussion in January – what are the policies and why?
- A parent member expressed disappointment that there hasn't been movement towards change or resolving issues

### Orientation Day Ad Hoc

- Response to Orientation Day Issue Concern:
  - Thursday/Friday orientation – see all classes those two days to have 2 contacts; start with content on Monday
  - Instruction: can be done with a variety of tools including videos and handouts that could be prepared soon – possibly also included in student planner
  - Material to cover – many ideas proposed such as School Loop, Google Classroom, planner, MLA, Turnitin.com, Infinite Campus
  - Additional ideas proposed - graduation requirements, Naviance
  - If this is organized, it may be easier for students to keep track of information (as opposed to getting pieces here and there at the start of school).

- This could also build more staff awareness of some of these tools
- General feedback for Ad Hoc
  - Looks great for 10 – 12 graders, maybe overwhelming for 9<sup>th</sup> graders – could we target what’s most important?
  - Pieces of the topics could be chosen for freshmen
  - What about including some icebreakers or other social activities? (Ad Hoc response is that teachers can build those in to the time.)
  - Student feedback was that this might make things more balanced the first couple of days
  - There are 6 items for two days, so not everyone has to teach a skill every period
  - Parent member asked if teachers would pass out syllabus in first two days or if it would be part of content the following week – Answer was that it will be up to teacher discretion.
  - Teacher feedback –possibly a lot for a teacher to give the same lesson, positive in that it creates shared responsibility and continuity
  - Another parent member also expressed it was positive to give students more exposure
  - Admin member stated need to be careful about proposing too many videos due to burden on video production class; however lessons are done, they need to be high quality and consistent
  - Could the district create some materials that could then be used for all the schools?
- Next Steps for Ad Hoc
  - How can we split up the information across teachers?
  - Look at possible change in school calendar - school might start on Wednesday

### **Classroom Climate and Attendance Issue/Concern**

- Classroom Climate:Originally based on how hot classrooms were and now classrooms are cold; received last week of September
  - It’s been difficult to arrange the phone call with the district office – currently it has been pushed to November 20
  - Fans being delivered when hot and heaters when cold
- Attendance: Questioned the number of days students could be out each semester – fewer school days in first semester so during second semester students have more frequently exceeded number of allowed unexcused absences
  - AVP’s looked at amount of seat time required per Ed Code – found that Woodside’s practices benefit students
  - Policy based on schools that meet every day; when applied to block schedule, more lenient
  - Will be further discussed at next Joint IVP/Principal Council
- Questions:
  - Can we make the requirement proportionally even to each semester?
  - We need to emphasize need to be at school during orientation days, teach students to check attendance and get notes in for absences, encourage parents to call in absences in a timely manner

## **Collab 2 Update**

- Two Collabs haven't submitted reports yet – Building Community and Woodside Connections
- Notes from the last two meetings passed out – 2 per table group; each table summarized for the whole group (student names blacked out of reports)
- For next time, some ideas for sharing are to have report out ready in advance or do a gallery walk style report out. Overall, people want to continue hearing the notes from the Collab 2's

## **SBAC**

- A constructed response will be administered – chose #4 – asks students to write an introduction and introduce a clear claim – it will be printed and given to students since the online version requires students to answer all questions
- Timeline proposed for constructed response and Interim Assessments
- No special schedule
- Questions
  - Does the score follow the student in any way? No answer yet since we don't know how valid the scores are.
  - Why is a score attached to a student at all if it is not used for any purpose?
  - Will parents have access to scores to see how their children are doing? This will be looked into.
  - Why is so much time being spent on test prep if the test score is just one of five elements being used to evaluate the school? What are the other four elements?
  - How will interim assessments be used and how quickly will scores be returned? Scores can come back within a week; it can be used to calibrate instruction; involves writing and reading
- Schedule approved

## **Big Read – Dist. Requirement**

- District says that every student must read but no requirement of what or how much
- Recommendation to continue Big Read and explore other options
- Suggestion for moving topic forward - Discuss at SSC/SDMC before creating an Ad Hoc

## **IVP Corner**

- No report

## **Agenda Items for 11/23/15 Meeting**

- Big Read
- Update on District Calendar
- Site Facilities