

**Palo Alto High School Site Council Agenda**  
**Monday, February 8<sup>th</sup>, 2021**  
**3:30 P.M.-5 P.M.**  
[Zoom Meeting Link](#)

*Paly Norms*

- *Full Engagement of All*
  - *Efficient Use of Time*
  - *Be Clear and Concise*
- *Respect Self, Others, the Process, and Our Working Environment*

<b>Start Time</b>	<b>Agenda Item</b>
3:30pm	Notetaker sign-up <ul style="list-style-type: none"> <li>● <a href="#">Snack &amp; Notetaker Sign-Ups</a></li> </ul>
3:33pm	Call to Order
3:35pm	Open Forum <ul style="list-style-type: none"> <li>● Members of the community may address the Council on non-agenda items</li> </ul>
3:45pm	Review and Approve <a href="#">January 11 2020 Meeting Minutes</a>
3:50pm	Review WASC/SPSA timeline and process
3:55pm	Co-chair items & discussion <span style="float: right;">Dave S + All</span> <ul style="list-style-type: none"> <li>● WASC feedback collected to date</li> <li>● Re-opening (Unmesh)</li> <li>● Discussion</li> </ul>
4:15pm	Principal's Report <span style="float: right;">Brent Kline</span> <ul style="list-style-type: none"> <li>● Update on SPSA Goal #1 - High Quality Teaching and Learning <ul style="list-style-type: none"> <li>○ First Semester Grade Review</li> </ul> </li> <li>● Progress of equity initiative (SPSA Goal #2)</li> <li>● Wellness next steps (SPSA Goal #3)</li> <li>● Latest Safety Guidelines</li> </ul>
4:45pm	Budget Review <span style="float: right;">Lisa Stone</span> <ul style="list-style-type: none"> <li>● Update on how much we have approved to spend this school year and update on the total site council budget remaining</li> </ul>
4:50pm	Wrap Up <ul style="list-style-type: none"> <li>● Review of action items taken</li> <li>● Agenda topics for next site council meeting</li> <li>● Final thoughts</li> </ul>
5:00pm	Adjournment

**Upcoming Site Council Meetings:**

- 8-Feb-2021, 15-Mar-2021, 19-Apr-2021, 17-May-2021
- Notes:
  - Each Site Council Meeting - Deep dive into one of the three school goals
  - January to May - Goal setting for the next school year

Attendees:

- **Present:** Brent Kline, Mary Ellen Bena, Kindel Launer, Kathy Bowers, Dave Schaeffer, Anna Itoi, Kala Mehta, Unmesh Sahasrabuddhe (PTSA rep), Sam Howles-Banerji, Prasanna Patel, Lisa Stone, Hunter Rearden, Nysa Bhat, Bennett Quo, Ayush Singh
- Also present: Charu Gupta (PTSA president), Christina Schmidt, Carter, Emma Lin, Erik Olah, Jchu, Quingqing Lin, Sam Rock, Shweta, Uzma Minhas.
- **Absent:** Chris Kuszmaul, Bowman Wingard

3:33 pm: Call to order - Brent

3:35 pm Open Forum

- Charu Gupta, PTSA president, gave an update on the PTSA. She gave an update on the status of graduation plans for seniors (including the availability of discounts), course selection for juniors, and activity in support of wellness, school reopening discussions. She noted that the PTSA has kept a budget in connection with reopening and noted that the PTSA is ready, willing and able to support. Ms. Launer asked for clarity around scholarships and the availability of discounts for students in East Palo Alto.

3:48 pm: Review and Approve Minutes

- January 11, 2021 minutes approved by a unanimous vote. Sam Howles-Banerjee moved to approve. Hunter Rearden seconded.

3:50pm: [Review WASC/SPSA timeline and process](#) (Dave S)

- Dave noted that the WASC/SPSA is the most important focus of the site council and wanted to discuss timeline/logistics.
- Dave shared the draft timeline of the WASC/SPSA process in his slide presentation. Dave reported that per Kathy, the plan is for the WASC report to stand in for the SPSA. Erik Olah confirmed that the timeline is correct. He said that it will be ready for the end of February.
- Brent said that in California, it took a while to get the chairperson's report b/c it took awhile for the final report to be finalized. Then we need to unpack it and it takes time to get the SPSA done. Takes awhile for the post feedback process to work. The visiting committee doesn't make a recommendation. It is safe to say that the WASC report doesn't get finalized until the end of summer.
- Brent said that it is a normal process for schools going through WASC -- that schools don't work on the SPSA because the WASC replaces the SPSA. Unmesh then asked when we will set the goals for next year. Sam asked how much adjustment is needed from the WASC to create the SPSA. Brent answered that it depends.
- Unmesh asked why we can't start working on the goals for next year since we know what they will be. Brent responded that he was told to work on WASC, not SPSA, so we can

have an accurate and up-to-date SPSA for next year. We'll not create goals until after the WASC visitation.

- Anna asked, from an Ed Code perspective, what are we required to have by the end of this year? Brent responded to take this question up with the district. Kindel explained that the WASC is on a yearly basis, which is what may be creating the confusion.

3:55 pm : Co-chair items & discussion

Dave S + All

- WASC feedback collected to date
  - Erik reported that the full WASC report will be shared, which will answer a lot of the questions about where we are to date with our progress toward the existing WASC goals
  - Ms. Schmidt noted that there are parent committees that can provide input on WASC
  - Dave next summarized feedback on the WASC recommendations, including including Title IX education, providing living skills to freshmen and sophomores, and support for the morning program
  - Dave also noted that the Paly and Gunn site council parents are starting to collaborate and that Gunn site council is considering partnering with the PTSA on a survey
  - How does the site council address the new CA safety protocol?
- Re-opening (Unmesh and Charu)
  - The concern that was raised is that our kids have forgotten how to go to school on a day-to-day basis and perhaps there needs to be a transition on how to ease kids back into school. Charu noted the need for students to have support in rearticulating themselves with the rest of the world. Brent said that by the next site council meeting, there will be a huge plan in place that he'll be seeking input on. So this topic is likely to be moot.

4:15 pm: Principal's Report

Brent Kline

- Update on SPSA Goal #1 - High Quality Teaching and Learning
  - [First Semester Grade Review of Ds and Fs](#), noting a decline in the first semester 2020 compared to the first semester 2019. He also presented a comparison of incompletes and no marks in the first semester 2020, noting an increase in incompletes and no marks compared to the first semester 2019. He noted a decline in the number of "pass" grades in Semester 1 2020 compared to first semester 2019. Reason for increases in incompletes and no marks: teachers are giving kids more time to complete their work. No marks and incompletes leave the students harmless (e.g., when students or their families contract COVID). Dave asked how the distribution of the other grades are doing in the end of the first semester 2020 compared to the first semester 2019. Brent said he'll look into it and that it can be done.
  - Brent shared that Hispanic students were disproportionately negatively affected in the first semester 2020 compared to the first semester 2019. Overall, we see a

decrease in special ed in Ds and Fs in the first semester 2020 compared to the first semester 2019.

- There is a continued decrease in Ds and Fs in the SED population comparing the first semester 2020 to the first semester 2019.
- Per Brent, equity is grading. We looked at a significant amount of grade data. In Brent's opinion, there is no calibration school-wide on what an A is, a Bs and what a C is, and it is based on what an individual teacher believes an A is. In Brent's opinion, there is a lack of calibration from one teacher to the next. A grade should represent what a student knows. It shouldn't be based on whether a student sits still in a chair or not. A group of teachers should identify what is important for a student to know. Work on achieving that. Whatever you want to call it, identify what a student can learn and needs to learn. Assessment should be an indicator -- be thoughtful about what you are assessing. Hunter recommends a book called "Equitable Grading" by Joe Feldman. Grading is the one thing that hasn't changed since the industrialized school model changes. Standards-based grading demystifies the learning process for the teacher and the student.
- Christina Schmidt asked Brent to tell us what you need: whether it would help to get parents to the table to understand from the administration.
- Progress of equity initiative (SPSA Goal #2)
  - Nothing new to report at this time. The work is underway.
- Wellness next steps (SPSA Goal #3)
  - Prasanna asked Brent how the sexual harassment cases will be handled by the district. Brent responded that he is working a lot on this. He sees that there needs to be a heightened awareness about what is and is not a Title IX issue as well as how to identify and address sexual harassment on campus. We formed a Title IX student committee and he is focused on increasing student voice in this area. Title IX is a mystery to students. They don't know what it is. They expect someone to report a concern and that someone will be kicked out of school. Not everything that is being shared in Instagram accounts are true. There are a lot of assumptions out there. He can't talk about this because of FIRPA. Education is the key here. Consistent and ongoing education. He will be gathering as much student voice as possible to combat this. He is listening quite a bit. There is a lot that cannot be talked about because it will violate the rights of individuals and families.

4:45 pm: Budget Review

Lisa Stone

- She reported that nothing has been spent. Anna to review what budget was approved to spend before the next site council meeting and to connect.

Wrap Up

- Review of action items taken
  - Anna to review minutes this year for approved spend and meet with Lisa before next site council meeting to confirm what we have left to spend
  - Anna to review bylaws to confirm whether the public input must be at the beginning of the meeting or at the end

- Brent to provide review of A, B and C grades from S1 2019 to S2 2020 similar to the D and F analysis
- Brent to discuss with Christina and/or the next site council how the PTSA can support the equity initiatives
- Dave to include in standing agenda student updates
- Dave to get agenda out earlier to the public if possible
- Agenda topics for next site council meeting
- Final thoughts

5:00 pm: Adjournment

- Anna made a motion to adjourn
- Seconded by Sam