

# College Park School Site Council

## Meeting Minutes: September 11, 2019

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### Attendance:

Joe Alvarez, Principal  
Cheri Cheng, Office Manager  
Dylan Bland, Teacher  
Chris Ellenwood, Teacher  
Suzanne Hatch, Teacher  
Jorge Jimenez, Teacher

Denise Schichnes, Parent  
Paul Turner, Parent  
Lynn Valdez, Parent  
Ryan Kilcoin, Student  
Andrew Moorehead, Student  
Craig Valdez, Student

### Meeting Called to Order by Joe Alvarez at 3:00pm

### Public Comment

There was no public comment.

### New Business

- Welcome of New SSC Members:** Joe provided a brief introduction and then each Site Council member introduced themselves. We have 6 returning members and 6 new members.
- SSC Annual Training:** We reviewed the SSC training slides (SSC Training Slides.pdf)
  - The group unofficially voted for Lynn Valdez as Chairperson and Paul Turner as Secretary. Voting for officers will be on the September 25 agenda and positions will become official at that time. With such a small group, we do not plan to elect a VP or Parliamentarian.
  - Joe decided this summer to make the SSC the minimum size. Now there will be 12 members. Four teachers, 3 students, 3 parents, principal, and one staff. The bylaws need to be updated to reflect this change. We reviewed the bylaws and will formally approve updates at a future meeting.
  - Since the Single Plan for Student Achievement (SPSA) is the main document that we work on, we discussed various aspects of the SPSA.
  - Joe noted that the approved SPSA was due to the District by October, 25, 2019
  - The SPSA is intended to be a fluid document and should be modified throughout the year based on adjustments to goals, actions, and expenditures.
  - CPHS is at a mid-cycle review for WASC (this requires a two day review later this year)
  - Student achievement data is needed to evaluate some of our past goals and expected outcomes.
  - The plan is to have meetings on the last Wednesday of each month, once we get to November.
  - Cheri stated that the District swept 25% of our 0701 and 0930 funds. We actually spent all 0701 funds so only money from 0930 was swept. Actual budget numbers for this year and carryover amounts should be available by our next SSC meeting.
  - Paul and Joe plan to set up a google site for commonly used documents such as the WASC and SPSA.
  - We were told that the District just provided an additional .6 FTE (.2 for Chem, .2 for English 1, .2 for Elective). It was noted that the District/School process for allocating FTEs and master

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scheduling is broken and severely lacking. Every year they underestimate our site needs and by overstacking classes by so much, we have huge disruptions to the educational process. At 4 weeks in, we are still seeing student schedule changes and this is unacceptable, but no one in the chain of command seems to be bothered by this. Student members asked what we could do to help alleviate this problem that seems to occur every year. Other members indicated that we need to continue to press the district for change.

- Warm body count at 1950. Transfers were reduced to single digits.
- Approximate enrollment is completely predictable yet they never fix their formula or try to make the process better. The high school has indicators from middle schools and other data, but it is not clear if these are taken into account. There was a comment that MDUSD doesn't trust its own people. Joe mentioned that for this year of incoming freshmen, Valley View numbers had increased, PHMS had decreased, and Sequoia stayed the same.
- Known funding requests should be included in the new budget. Once the budget is approved, then any new items/requests would need to get put on an SSC agenda, discussed and voted prior to being included in the budget.

### **3. Annual Review of Uniform Complaint Policy and Procedures (UCP)**

We reviewed a slide related to the UCP.

### **4. SPSA Annual Updates: Begin to Review of 2018-19 SPSA (Preparatory to Updates and Development of 2019-20 SPSA) time permitting.**

We did not review the SPSA. The 2018-2019 SPSA is posted here: <https://mdusd-ca.schoolloop.com/file/1516177890316/1442126227004/9059571255549389161.pdf>

### **5. Meeting Adjournment at 4:00pm by Mr. Alvarez**

Next Meeting Date: September 25th, 2019

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