

College Park School Site Council

Meeting Minutes: January 29, 2020

Attendance:

Joe Alvarez, Principal	Denise Schichnes, Parent
Cheri Cheng, Office Manager	Paul Turner, Parent
Dylan Bland, Teacher	Lynn Valdez, Parent
Chris Ellenwood, Teacher	Ryan Kilcoin, Student
Suzanne Hatch, Teacher	Andrew Morehead, Student
Jorge Jimenez, Teacher	Craig Valdez, Student
Gary Jensen, Vice Principal	

Meeting Called to Order by Lynn Valdez at 3:00pm in room S-5.

Public Comment

Mr. Morehead is hoping to improve drinking fountain conditions at the school and replace current fountains with updated units containing hydration stations and traditional fountain. He has talked with Ms. McCormick and leadership teacher at PHMS about their conversion to newer units. Based on his conversation with them, he believes it could be achievable through 0701 funding. Mr. Alvarez and Mr. Jensen indicated they will find out more about installation and ability to get those installed and bring that back to February meeting.

Mr. Valdez raised an issue around student access to bathrooms in the past several weeks and limited openings for bathrooms. Mr. Alvarez said he will look into the issue and also address at the February meeting.

Review November 20, 2019 minutes:

Motion: Ms. Schichnes made motion to approve minutes from November 20, 2019

Second: Mr. Ellenwood seconded the motion

Vote: yea's: unanimous, no's: 0, abstentions: 0

Old Business

1. Update on Budget Development Process

- a. Enrollment and FTE Projections at the district level: Mr. Alvarez said we are allotted FTE by the District based on October 1 CBED and body counts over a series of 10 days. We had 2,056 for this school year. Mr. Alvarez believes we would receive FTEs for 2020-2021 school year based on 2,056 students. If we lose any FTEs based on proposed, Mr. Alvarez would question that with the District. He expects updated budget and student count numbers from the District in mid-February.
- b. Site Budget Development Process. Site budgets have also been delayed to mid-February.

2. Review Programs and Past Action Items

- a. Mr. Alvarez will circulate the final copy of the SPSA report filed with the District.

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- b. English Program. Mr. Alvarez discussed the process for deciding how course assignments are determined in conjunction with the department heads. Each year, the principal looks at upcoming year enrollments with each department head. The English department looked at specific class numbers and brought proposal to Mr. Alvarez about shifting the courses to increase student integration. Mr. Jimenez and Mr. Bland discussed how department chairs are looking at the overall student ratios to create a more integrated student experience. Ms. Schichnes shared student sentiment that she has heard about being a part of serious classes where students are highly vested. Mr. Morehead discussed his personal experience about integration/homogenization and impact that has on higher achieving students. Mr. Bland expressed that some studies are also showing that students learn more deeply when they have to explain materials, which is part of the reason teachers are looking for more opportunities to integrate. Mr. Jimenez expressed that there is also a desire to make sure appropriate students are enrolled in AP courses. Mr. Kilcoin shared personal experience of an AP level course vs. an Honors level course. Ms. Hatch discussed the differences from a teachers' perspective on teaching an AP course vs. an Honors course.
- c. Hero program. Mr. Alvarez stated license cost for 2020-2021 is \$6700 and we would also receive another \$3300 from PBIS. Mr. Bland questioned that if Hero is being funded through combination of Site Council and other funds, are there other programs that might be sacrificed in its place. Mr. Turner asked to see the performance data of the system through the first two full semesters. Mr. Ellenwood asked to see data about what percentage of staff have given positive points through Hero. Mr. Alvarez said he will bring full data reports to the February meeting. Mr. Morehead asked for clarification about the role of the SSC. He stated that his understanding was that the SSC approved the expenditures covered in the SPSA and wondered how the Hero program was funded without SSC approval. Mr. Alvarez stated that the SSC was "just an advisory committee" and that he did not have to get approval for funding from the SSC.
- d. AVID. Mr. Alvarez shared that the new coordinator for Avid is Ms. Dawson. The administration cut the number of sections this year for Avid and will keep it at the same level next year. They have added two new teachers but have not changed the curriculum. Avid teachers are funded out of normal budget. Avid class requires an application, and every child who applied was accepted. The school expects the same number of kids for 2020-2021.
- e. Video Production. Mr. Jimenez said enrollment has been decreasing over time and continues to decline. He said he was not surprised to see it happening and had not heard about revitalization for the course. Currently, the school only has one teacher who is qualified to teach the course and that teacher does not want to teach it anymore. He also shared feedback from Ms. Kennedy that there is not enough enrollment to offer the course. Only two teachers have Career Technical Education (CTE) credentials and both are oversubscribed. Those teachers are adding some aspects of the

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video class into their current courses. The school still has the equipment and it is being used in those courses.

- f. Course Catalog. Revised course catalog is being released but it will be more general and not specific to the course year. Mr. Bland said that whatever is in the course catalogue could be taught. Ms. Schichnes mentioned that Cal admissions looks to the course catalogue to see what classes are offered, so if we are not reflecting the actual classes being taught some kids could be penalized in their college review process. Mr. Alvarez said they can add a digital appendix to reflect the current master schedule curriculum for that school year. Mr. Jimenez talked about importance of students and parents advocating for a particular class through teachers when they want a class to come back. Mr. Morehead suggested posting the course cards for all grades online so that everyone can be aware of what courses are currently offered.
 - g. Enrichment. Mr. Bland brought up robotics program as an enrichment program to be discussed at a future meeting. College Park cannot offer engineering course within the existing schedule and lacks a certified teacher. He is worried about the program's sustainability due to ongoing funding and custodial fees. Average budget is about \$35,000 annually. He will be coming to Site Council with a presentation about how other robotics programs are funded in the coming months. Mr. Kilcoin added his personal experience and improves the learning environment, and creates an outlet for creativity and engineering and innovations.
3. **Ongoing Budget/SPSA Review**
- a. Ms. Cheng shared updated budget figures for the school year and pointed out that the district has taken an additional \$25K from College Park's budget for ADA.

New Business

1. Begin Annual Safety Plan Review and Update

- a. Mr. Jensen met with Safety Committee on January 28, 2020. Their meetings will be the fourth Tuesday of each month. Committee is updating the safety plan for this year. Committee is trying to simplify the plan. Have asked teachers to leave exit maps by each door and it seems to have helped for fire drills. On schedule for all drills so far and will be updating plan so that it can go to police chief and fire chief for review and approval. Will then be reviewed by Site Council and forwarded to district. Ms. Valdez requested that the Safety Plan be sent to SSC members for review at least one week prior to the next SSC meeting. Mr. Jensen and Mr. Alvarez agreed they would provide the document in advance.

Meeting Adjournment at 4:05 pm by Ms. Valdez

Next Meeting Date: February 26, 2020 at 3:00 pm in Room S-5

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Future Meeting Dates:

March 25, 2020

April 29, 2020

May 27, 2020

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