

Capuchino High School Meeting

Group: School Site Council

Participants:

- Principal: Shamar Shanks; Classified Staff: Katherine Lloyd; Teachers:, Alicia Vosberg, Michael Holtz
- Students*: Helen Heng, Tala Husary, Isabelle Tapia
- Parents: Maria Godoy (ELAC), Leticia Martinez (ELAC), Salina Welsh, Joan Skinner
- Additional non-voting members: Joe Hudelson, Margarita Navarro, Armando Ramirez (Interpreter)

Date: 11.16.15

Time: 3:30pm

Location: Community Conference Room

Objective:	To develop, monitor, and evaluate a Single Plan for Student Achievement (SPSA) for Consolidated Application (ConApp) programs operated at the school to improve student achievement. (Education Code Section 64001)
Norms:	Following meeting protocol; respecting voices and opinions; respecting time and agenda; restating goals and determining next steps/timelines.

Item/ Topic	Type (D/A/I)	Person Responsible	Time	Desired Outcome	Notes
Welcome		J. Hudelson	3:30- 3:35	Socialize, settle in/ enjoy snacks	<ul style="list-style-type: none"> • Ms. Skinner motion to approve minutes. Unanimously approved.
Reports	I	All	3:35- 4:00	Principal AP Reports Parents Students	<p>Principal Report</p> <ul style="list-style-type: none"> • Admin mailing home personalized letter home to address increased stress level: mental health stress, dress code, awareness of resources available on campus, parent • 8th Grade Parent Night - Success! - IB tour, scavenger hunt, great parent interest. Much of the interest generated from South SF, Burlingame, private schools. • Challenge Day (Nov. 4th) was successful. Upcoming Challenge Day Nov. 18. Positive results seen by both teachers and students. -

				<p>AP Report (Navarro)</p> <ul style="list-style-type: none"> ● District audit regarding EL support: walkthroughs, surveys, etc. <ul style="list-style-type: none"> ○ Focus Groups Mon 11/30 ○ Goal: How well are we serving our EL populations (especially LTEL)? <p>AP Report (Hudelson)</p> <ul style="list-style-type: none"> ● Alice in Wonderland this weekend ● Safety Plan from Safety Committee: to be shared at Jan meeting <p>Parent Reports</p> <ul style="list-style-type: none"> ● Pique classes finished - Graduation on Friday 11/20 - 76 parents graduating (largest group so far!) ● Parent involvement at past football game was positive ● Possible Grad night fundraising ideas: teacher and senior game day? Maybe similar to elementary school "carnival" idea ● Kim Salas took GATE students to UC Santa Cruz: 4 hrs on campus, students encountered Cap grads on campus while touring ● Playoff football game in Pacific Grove @ 7pm Friday 11/30 ● Senior honor ceremony at last week's football game <p>Student Report</p> <ul style="list-style-type: none"> ● 8th Grade Parent night: more time for student led tours is needed ● Battle for the Strip: Cap won! More setup time would have been helpful, parade was extremely successful ● Homecoming: Flash mob idea (replaced parade), not very successful, PA system was difficult to hear ● Students request live daily announcements ● Fashion show ● Selling Roses on campus- proceeds support veterans ● Senior gift wrap drive at Barnes and Noble ● Review Week: Student relations committee Cookies and Cram <ul style="list-style-type: none"> ○ Navarro clarified <i>review week</i> as time of review, not additional extracurricular activities <p>Classified Report</p> <ul style="list-style-type: none"> ● Ms. Lloyd shared how DHH student in leadership produces newsletter: feedback requested for student
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Revisit notes from last meeting: revision gallery for SPSA goals	D	Joe/All	4:00-4:50	<p>Complete SPSA goal revisions based on comments and updated data findings. (Special consideration of CAHSEE goal revision to an SBAC-focus)</p> <p>We will look at both the note-sheet from our gallery walk and the Data Points sheet (both sent as attachments) to determine our new goals.</p>	<p>The Council Looked at Data regarding the SPSA goals. For each goal</p> <ol style="list-style-type: none"> What does the Data reveal about the goal? what needs to be changed (if any)? what are the next data points needed what will be our action plan? (next time) <p>(Notes from last meeting--to be continued with this current meeting)</p> <p>Goal #1 <i>Parent noted:As we increase enrollment we need to increase support for struggling students in IB.</i> <i>District does want more students in Diploma</i> <i>Parent comments: to identify the student challenges early before junior year to provide support. Also to identify strengths and help students grow in their specific field. Reach out to parents to educate them about the rigor and the weighting of the class. Also to help students understand .</i> <i>We will be looking at the number of students receiving a 4 or higher sub goal.</i></p> <ul style="list-style-type: none"> add: Percentage of student who graduate from the full diploma program will not drop below 10% of the graduating class Motion proposed by parent to approve Goal #1 with additional criteria. Motion passed by unanimous vote. <p>Goal #2 <i>Number of students meeting A-G requirements will increase by a minimum 5%.</i> <i>Inform students who receive a D they can make it up over summer.</i></p> <ul style="list-style-type: none"> Ms. Shanks would like to focus on WHO is eligible. Ms. Lloyd would like to know WHERE the students are having difficulty <ul style="list-style-type: none"> Ms. Shanks: previous reports typically indicate English & Math Ms. Navarro: depends on the subgroups: Sped - world languages difficulties, etc.

					<ul style="list-style-type: none"> ■ Ms. Lloyd proposed offering a sign language class to help with some of the struggling populations <ul style="list-style-type: none"> ● Motion to _____. Motion approved unanimously. <p>Goal #3 <i>will need to change with CAHSEE being removed.</i> <i>Other standardized tests will be considered (SAT/PSAT/CELDT/SBAC)</i></p> <ul style="list-style-type: none"> ● Ms. Navarro: proposed looking to increase % of highest band and decrease % in the two lowest band (ID/ target subgroups) on CAASPP <ul style="list-style-type: none"> ○ Motion approved unanimously <p>Motion to increase overall CAASPP scores by 5% in both ELA and Math. Decrease 10% in two lowest bands.</p> <p>-----</p> <p>Goal #4: College and Career Readiness <i>Increase college and career awareness for both students and parents.</i></p> <ul style="list-style-type: none"> ● Ms. Shanks highlighted SAT data (# of tests taken) ● Ms. Skinner highlighted community college enrollment vs. SAT #'s <ul style="list-style-type: none"> ○ Ms. Navarro: SAT can help student exemption of placement tests ○ Ms. Lloyd: SAT can help when students transfer to 4-yr ○ Ms. Shanks: Skyline is revamping system to use high school GPA as a means of initial placement ○ Isabelle: students need to better understand difference between college and high school GPAs <p>Goal #5: School Connectedness <i>Increase student and parent involvement in school culture and community.</i></p> <ul style="list-style-type: none"> ● Motion to leave Goals #5 and 6 as is. Unanimously approved.
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Summary/ Recap	I	J. Hudelson	4:50- 5:00	Recap meeting and next steps	<ul style="list-style-type: none">• The approved final revisions to SPSA goals• Council brainstormed action items for each goal• Hudelson reviewed potential action items for the group
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Parking Lot:

Reminders/Announcements: