



School Advisory Council Agenda

October 5, 2016 ▲ Alumni Room ▲ 3:30 p.m.

Call to order: 3:34pm by Paul Belzer

Member in attendance: Jenifer Beswick (parent, co-chair), Jim Burke (teacher), Sandra Feder (parent, co-chair), Paul Belzer (Principal), Terence Lien (Assistant Principal), Carla Renzi (certificated – counselor), Valerie Arbizu (Assistant Principal), Michael Zozos (teacher), Ellie Feder (student, 11th grade), Gianna Garcia (student, 12th grade), Edie Arteaga (student, 12th grade), (~3:55pm) Jenna Joseph (teacher), (4:48pm) Claire Beswick (student)

Members absent:

Members of the public present: Karla Cahue-Lunaparra (parent of 9th grade student)

Time	Agenda Item	Speaker	Objective(s)	Notes
3:30-3:40	Welcome and Introductions	Mrs. Feder and Mrs. Beswick, all	<ul style="list-style-type: none"> • Agenda creation and public forum. Student, parent and staff report at the beginning of each site meeting • Approve minutes from Sept meeting 	<ul style="list-style-type: none"> • Introductions done. • Minutes for Sept 2016 – motion: Burke. Second: Zozos. Unanimous approval.
3:40-3:45	Public Comment	Open Forum	<ul style="list-style-type: none"> • 	<ul style="list-style-type: none"> • No members of the public present. • No public comments.
3:45-3:55	Student Report Parent Report Staff Report		<ul style="list-style-type: none"> • Hear from different members of school community regarding BHS activities and interests 	<ul style="list-style-type: none"> • Student – Arteaga – a lot of events. Led by leadership. Good vibe. • Parent – JBeswick – fun football game Friday, good to see parents and alumni, lots of spirit. Senior parent night was great.



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				<ul style="list-style-type: none"> • Parent – SFeder – hearing from others about maintaining equilibrium, Challenge Success at Stanford. • Staff – Zozos – club meetings are in full swing, active. Vibrant energy on campus. Application workshops during office hours during October (possibly into November). Grades went out last week. Monday 10/10 is a staff professional development day. • Staff – Burke – 3 new wellness counselors • Staff – Belzer – waiting for confirmation from wellness counselors to present at next Parents’ Group meeting. SFeder request to get message out to broader parent/school community. CRenzi discussed referral process. Arbizu furthered explained process. Students Arteaga, Garcia, and Feder spoke about knowledge about Wellness Counselors and support available.
3:55-4:10	CAASPP Scores Review	Paul	<ul style="list-style-type: none"> • Review CAASPP Scores from 2015-2016 • Begin Data assessment in the planning of school goals 	<ul style="list-style-type: none"> • 3:57 • Review of purpose/role of CAASPP • Review of score data – district and school • Belzer - well overall with some areas for growth • Focus on growth vs goal of 10% increase • Burke – listening scores are part of the Common Core era and still learning about the test. • 4:17pm
4:10-4:25	Review Single Plan for Student	Paul	<ul style="list-style-type: none"> • Review proposed additional goal regarding school 	<ul style="list-style-type: none"> • 4:17pm • Review of WASC process and accreditation –



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	<p>Achievement Goals</p>		<p>climate/student well-being</p> <ul style="list-style-type: none"> • Understand process and purpose of SPSA 	<p>being WASC process in Spring in preparation for 17-18 WASC visit</p> <ul style="list-style-type: none"> • Maintain SPSA from last year and use for WASC report. • Proposal of 4th goal – discussion <ul style="list-style-type: none"> • Arteaga – like goal 4 and concern is with spirit. Few participate in lunchtime activities, expect Leadership students to hand them everything. • Feder – students follow each other for events. Inclusivity vs. participation. • Burke – not presume that all students feel included • Arbizu – everyone needs to look at to provide for every student • SFeder – every child participates, feels connected • Belzer – edit to: “student well-being, inclusivity, and school spirit”. How best to balance tradition with progress? • Zozos – Goal 4 fits well with District goal/training for new teacher – culturally responsive teaching. Align well with district goal. • SFeder – happy to have more human-centered goal. • Burke – students have access to Strengths Finder. <ul style="list-style-type: none"> • Students complete Myers-Briggs type survey yearly with counselors • Garcia – all three hit last year – grad gown
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BURLINGAME HIGH SCHOOL

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				<p>color, Powder Puff, and Homecoming Court</p> <ul style="list-style-type: none">● Joseph – what is the Action Plan to identify and measure progress?● Burke – trust that Buddies Day works and worthwhile● Renzi – California Healthy Kids Survey results● Arbizu – Project Cornerstone via YMCA in Santa Clara County● Burke – screen time● Arteaga – trying to determine best way to publicize events for Leadership events● Belzer – trying to get on right trajectory before submission to Board/approval. Craft Burlingame’s story and how we see ourselves. 1 – look and pull data. 2 – Curriculum Council and teachers looking at the goals and actions/measures. 3 – SAC can provide feedback on actions and how to measure <ul style="list-style-type: none">● 4:49
4:25-4:30	Final Exam Schedule Update	Terry	<ul style="list-style-type: none">● Final Exam schedule	<ul style="list-style-type: none">● 4:49● Finals ends on 12/23. Teacher discussion has started and will continue.● Discussion of possible options:<ul style="list-style-type: none">● 0 on final exam and calculate final grade.● “IF” grade as final course grade, requiring grade changes from every teacher or defaults to “F” final grade for course after 6 weeks.



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				<ul style="list-style-type: none"> • Creative scheduling of finals is an option • Review of excused absence reasons • Various options for teacher finals – spreading out the parts of a final, format of final • Students return to school on 1/10/17 • 5:00
4:30-4:40	District Late Start	Paul, Valerie	<ul style="list-style-type: none"> • SMUHSD Board discussion around late start 	<ul style="list-style-type: none"> • 5:00 • Arbizu – sleep patterns/needs of teens. Stadium lights at the schools. What are concerns? • Office Hours, block schedule, etc. • VArbizu to compile list of possible questions/options and constraints for next SAC meeting discussion • SAC to start thinking about this and continue conversation. • Zozos – currently studying sleep/dreams and will be doing research on this topic • JBeswick – timing for next school year and stadium lights are in progress • Burke – value in telling the background and context for change to community • Belzer – mindful of how the message goes out – thoughtful and with context • CBeswick – important to have communication. AP classes late in the day is difficult for student-athletes. • Joseph – community outreach via district social



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				<ul style="list-style-type: none"> media presence? Mostly through newsletters. SFeder – community members may have strong opinions. Helpful to get info ahead of decision. CBeswick – Leadership increasing social media presence too (Arbizu, Renzi, Cahue-Lunaparra, Garcia, EFeder, Arteaga departed) 5:18
4:40-4:45	Prof. Dev. requests	Terry	<ul style="list-style-type: none"> CA Directors of Activities - 3/1-3/4 	<ul style="list-style-type: none"> 5:18 Berglund request to attend conference in San Diego - \$2,100. Belzer recommendation – pay \$500 (from PD budget) and cover cost of subs (via separate funds). Possibility site may have to cover full cost, depending on District contribution. Motion: Zozos. Second: Burke. Unanimous decision 5:22
4:45-4:55	Announcements	All	<ul style="list-style-type: none"> PSAT Schedule 10/19 Panther Preview Day: 10/25 HS Info Night: 11/2 	<ul style="list-style-type: none"> 5:22 Belzer – reviewed upcoming events PSAT schedule – revised special schedule Panther Preview Day – over 350 students signed up, showing more than any other school, evaluate this year with more demo classes HS Info Night 5:27
4:55-5:00	Future Agenda	All	<ul style="list-style-type: none"> Meeting Norms 	<ul style="list-style-type: none"> 5:27



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	Items		<ul style="list-style-type: none">• District LCAP (and LCFF)• Student Wellness and Support Services• School projects input	<ul style="list-style-type: none">• Add – final exams for Fall 2016• Add – late start discussion
	2016-'17 Meeting dates		9/14, 10/5, 11/9, 1/11, 2/8, 3/8, 4/12, 5/10	

Meeting adjourned at 5:28 PM by S Feder.

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Previously shared information			
	Purpose and responsibilities of School Site Council		<ul style="list-style-type: none"> • Provide Site based input for for school goals and District LCAP • Approve and monitor Single Plan For Student Achievement • Allocate Resources according to school priorities • Provide council and feedback regarding school issues and practices
	School Goals (SPSA) and WASC Process		<ul style="list-style-type: none"> • Prepare all students for college and career • Prepare all students to be self-directed and persistent learners • All students demonstrate civic and socially responsible behavior
	School resources		<ul style="list-style-type: none"> • District Funds: \$20,000 • \$ for AS Tutorial • Parents Group Funds: review and discuss, provide feedback

SAC Responsibilities:

To provide input, monitor and evaluate the Single Plan for Student Achievement (SPSA). Allocate professional development funds according to school goals.

Provide input/feedback for fundraising priorities.



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The California *Education Code* requires the school site councils to:

1. Measure effectiveness of improvement strategies at the school.
2. Seek input from school advisory committees.
3. Reaffirm or revise school goals.
4. Revise improvement strategies and expenditures.
5. Recommend the approved Single Plan for Student Achievement (SPSA) to the governing board.
6. Monitor implementation of the SPSA.

[Note: CDE Website](#)

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