



School Advisory Council Agenda

September 14, 2016 ▲ Alumni Room ▲ 3:30 p.m.

Call to order: 3:40 PM by Principal Belzer

Member in attendance: Valerie Arbizu (Assistant Principal), Michael Zozos (teacher), Jenna Joseph (teacher), Jenifer Beswick (parent), Jim Burke (teacher), Sandra Feder (parent), Paul Belzer (Principal), Terence Lien (Assistant Principal), Ellie Feder (student, 11th grade)

Members absent: Carla Renzi (certificated – counselor)

Members of the public present: none

Time	Agenda Item	Speaker	Objective	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 	<ul style="list-style-type: none"> Introductions Review of SAC voice voting rights, public comments. Student, parent, and staff reports to be included at each meeting.
3:40-	Public Comment	Open Forum		<ul style="list-style-type: none"> None
3:45-4:10	Purpose and responsibilities of School Site Council	SAC Chairs, Mr. Belzer	<ul style="list-style-type: none"> Elect/confirm Chair, Co-Chair (time-keeper), Secretary 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 	<ul style="list-style-type: none"> Review of School Site Council (SAC) responsibilities (page 2 of Agenda handout) <ul style="list-style-type: none"> Correction to page 3 – “MPC” should read “SAC” School goals and Local Control Funding Formula (LCFF)/LCAP Review of “SAC members should have knowledge of...” Clarification of “improvement strategies” and ability to revise SPSA. 4 resources that we can use: <ul style="list-style-type: none"> Collaboration time Resources – like \$20,000 for school improvement efforts

			practices	<ul style="list-style-type: none"> ○ Collective energy/effort ○ Master schedule • WASC upcoming – starts in January • Alignment of WASC goals, district goals, and school goals would be nice – a lot of information • Composition of SAC • Professional Development requests – new to SAC and how funded • Collaboration requests – PB will share what he has approved • Officers: <ul style="list-style-type: none"> ○ Co-Chairs – J Beswick & S Feder ○ Secretary – T Lien ○ (de facto Parliamentarian – P Belzer)
4:10-4:20	School resources	Mr. Belzer	<ul style="list-style-type: none"> • District Funds: \$20,000 • \$ for AS Tutorial • Parents Group Funds: review and discuss, provide feedback 	<ul style="list-style-type: none"> • PD & collaboration - \$20,000 from district • After school tutorial center – district-funded now <ul style="list-style-type: none"> ○ Classified – manager of center ○ LCAP funding for tutors • PG-funds – how does SAC provide feedback? <ul style="list-style-type: none"> ○ At PG Special Projects meeting – attempt synergy between SAC and PG ○ PG funding of projects and positions ○ Model UN and Mock Trial – stipend vs student club • (SF) Approach the year through the social-emotional lens of students
4:20-4:35	School Goals (SPSA) and WASC Process	Mr. Belzer,	<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 	<ul style="list-style-type: none"> • 4:34 • Overview of WASC process and procedure – self-study reflection • Previous school goals retained for this year • SF – no goal addresses social-emotional needs or school climate <ul style="list-style-type: none"> ○ Recommend add 4th goal –

			behavior	<p>propose and discuss at next meeting? (MZ - or possibly expand/revise/retool Goal 3 to include social-emotional/school climate) – separate goal brings more attention</p> <ul style="list-style-type: none"> • JJ – possibly combine Goals 1 and 2 • EF – getting to college while being social-emotionally well • JB – Strengths Finder, students managing selves, Pathways to Purpose • PB – School goals are almost ESLR-esque, larger goal. SPSA typically more academic but has room for school culture goal. Revisit at October meeting – whether to combine or add or status quo goals. • SF – Proposed Goal 1 - “Prepare all students for college and career readiness, while honoring the need to nurture their social and emotional well-being.” <ul style="list-style-type: none"> ○ VA – Possibly a mission statement vs. goal.
4:35-4:45	Professional Development Requests	Mr. Lien	<ul style="list-style-type: none"> • English Dept. to • WL Teacher to BAYFLP 	<ul style="list-style-type: none"> • 4:59 • World Language teacher Ms. Lin to Stanford World Lang. Proj. workshop series on Common Core assessment - \$400 for 5 full day (Saturdays) throughout the year – registration only <ul style="list-style-type: none"> ○ Not currently in a PLC due to solo Chinese teacher – would connect her to Chinese language teachers ○ Standard practices for funding – travel, lodging, registration? More to come in future meeting ○ Motion – Zozos, Second – Joseph. Vote - unanimous • English – 5 teachers to go to Asilomar conference - \$3228 for 3 day conference including registration, lodging, and travel

				<ul style="list-style-type: none"> ○ VA and JB - Unique, amazing conference with great discussions ○ PB - Not going to miss school days (unless Personal Necessity), asked teachers to cover own transportation cost ○ Motion – Zozos, Second – Bewick. Vote - unanimous
4:45-4:55	Announcements	All	<ol style="list-style-type: none"> 1. Panther Preview Day: 10/ 25 2. HS Info Night: 11/2 3. SMUHSD Board discussion around late start 4. PSAT Schedule 10/19 	•
4:55-5:00	Future Agenda Items	All	<ul style="list-style-type: none"> • Meeting Norms • District LCAP (and LCFF) • Student Wellness and Support Services • School projects input 	•
	2016-'17 Meeting dates		9/14, 10/5, 11/5,1/11, 2/8, 3/8, 4/12, 5/10	<ul style="list-style-type: none"> • 10/12 moved to 10/5 due to Yom Kippur • Correction - 11/9 (not 11/5)

Meeting adjourned: 5:13 pm by Sandra Feder

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.

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](#)

SAC members should have knowledge of, review and monitor:

- Student achievement data including UC/CSU eligibility rates, CAASPP scores and results, CELDT scores, attendance and suspension rates, etc.
- Implementation of school improvement efforts
- District policies, State and federal requirements
- The core instructional program
- Discretionary and categorical funds

Officers:

In order to conduct school business effectively, the school site council needs officers with stated responsibilities and authority including:

- A chairperson to organize, convene, and lead meetings of the school site council. Sign all letters and reports of the school site council. Work with Principal to develop meeting agendas.
- A vice chairperson to serve in the absence of the chairperson
- A secretary to record actions taken at MPC meetings and keep council notes. Keep a register of names and email addresses of each member of the MPC
- A parliamentarian to resolve questions of procedure, often with the help of Robert's Rules of Order or similar guide
- Other officers as necessary to perform stated duties in support of the work of the school site council

Composition of a Secondary School Site Council

Ÿ

At the secondary level, the SSC shall be constituted to ensure parity between (a) the principal (1), classroom teachers (5), and other school personnel (1), and (b) equal numbers of parents or other community members (3) selected by parents, and students (3).