

UPPER LAKE HIGH SCHOOL UPPER LAKE MIDDLE SCHOOL CLOVER VALLEY HIGH SCHOOL

SITE COUNCIL MINUTES

April 29, 2025

Attendance:

Administration: Dr. Petrie (ULHS Principal), Mike Smith (ULMS Principal), Becky Toback (ULHS Dean), Anna Sabalone (ULMS Dean)

Students: LoLe (11), SoFe (6),

Teachers: Paul Holt (ULHS), Maia Duncan (ULHS), Kathleen O'Rourke (ULHS), Meghan Verstoppen (ULMS)

Classified Staff: Shelby Meri (ULHS)

Parent/Guardians: Ashley Dooley (ULMS), Shauna LaBrash (ULMS), Suzanne Feeley (ULMS), Jaclyn Ley (ULHS), Tara Suzor (ULHS)

Not Present:

Administration:

Teachers:

Classified Staff: Stephanie Sneed (ULMS)

Parent/Guardians: Logan Burnet (ULMS), Lydia Cramer (ULES, ULMS, ULHS),

Students:

The meeting was called to order by Jaclyn Ley at 3:32 pm
Everyone introduced themselves.

Ashley Dooley reviewed the meeting norms.

- a. **Ask questions**
- b. **Engage fully**
- c. **Integrate new information**
- d. **Open your minds to diverse views**
- e. **Utilize what you learned**

Review and Approve March 2025

The Site Council reviewed the March 2025 minutes. Suzannemotioned to approve the minutes, Ashley seconded, and all members approved.

Public Input / Questions from Parents and Guardians

- Question about middle school soccer
- Parent asked about finding ways to keep 7th & 8th-grade students involved in the summer
- Request for a Port-a-potty at the farm.
- Farm is looking nicer now that it is mowed and kids are cleaned and getting ready
- Ovens are down in the high school and middle school kitchen which is a challenge for our food services staff.

State of the School Reports

Upper Lake Middle School (ULMS) – Mr. Smith and Ms. Sabalone

Open House last week was a great success with strong family turnout and positive energy across campus. We're still feeling excited about the direction we're headed and the momentum we're building.

We've made contact with two promising teacher candidates and are working hard to get our new staff ready for a strong start next year. The Student Center continues to grow in structure and impact, expanding student services and support. Ms. Sabalone's office is now housed in the Student Center, and we're working to align instructional assistant coverage and additional supports to meet the daily needs of our students — which, as we all know, change from day to day.

Our athletic programs are wrapping up a strong season, with all teams showing competitiveness and good sportsmanship. Our wrestling team earned a pennant — congratulations to them!

We're also in the middle of preparing for state testing, which begins next week. Eighth grade events are coming together:

- We're actively working with 8th grade families
- Six Flags tickets have been purchased
- DJ Ronnie will be providing music at the 8th grade dance
- A group of 8th graders is partnering with Twin Fir for yard work in exchange for donated services

We're continuing to grow opportunities for student engagement and leadership. We're planning to launch **WEB (Where Everybody Belongs)** next year — an 8th-grade mentoring program to support incoming 6th graders. A 5th grade transition meeting is scheduled for **May 8** to help families and students get ahead of the curve and ease the adjustment.

Overall, our focus is on finishing the year strong — especially with an emphasis on **kindness** and community. We're identifying student needs, matching them with supports, and working toward a smooth transition into next year.

Dance next Friday.

Upper Lake High School (ULHS) – Dr. Petrie and Ms. Toback

State of the School – High School Update

We are closing out the year with strong momentum and exciting developments across academics, student life, and campus culture.

CTE Program Growth

We're expanding our Career Technical Education (CTE) offerings from 2 to 4 pathways. In addition to our established Agriculture pathways, we are adding:

- **Digital Arts & Media**
- **Business**

Our **CTE Advisory Board** is bringing together teachers and industry partners to ensure our programs prepare students for real-world careers. These collaborations are helping us design pathways that are rigorous, relevant, and aligned to workforce needs.

CAASPP Testing

Our 11th graders have been testing with five teachers proctoring in intentionally grouped cohorts. Only two tests remain:

- **Math Performance Task**
- **CAST Science**

Students have responded well to the structure, and we're on track for a smooth finish.

Senior Activities

Our seniors are starting to feel the countdown — just one month to go!

- **Disneyland Trip:** Hopper tickets have been purchased
- **Senior Picnic:** Scheduled for later this spring
- **Senior Decision Day:** Happening tomorrow — each senior will share their post-graduation plans during a schoolwide celebration. A small group of juniors will attend to preview the tradition and help build out next year's **AVID** program participation.

Prom & Student Leadership

This year's **Prom** — led entirely by our junior class — was a great success. Student leadership is strong, and we're looking to fill ASB roles for next year. Logan is currently recruiting a 9th grader to step into his leadership role.

CASL Conference

Our ASB students recently attended the **California Association of Student Leaders (CASL)** Conference. The event was entirely student-run and sparked a connection between our high school and middle school ASB students, strengthening leadership development across both sites.

Student Services

We're working to build out a high school version of a **Student Services Department**, modeled after what we observed at the middle school. Our goal: assess students when they arrive and apply the right support "dosage" based on their individual needs.

Key supports include:

- A visit to the middle school Student Center to study intake processes
- **Love & Logic** training with Chris Briggs Hale, which has raised awareness around adult-student interactions
- A growing interest in **trauma-informed care** training for staff
- Early strategies are in development to build a team-based, needs-driven approach to student support

Instructional Leadership

We've started implementing **Breakthrough Coaching**, a model that supports the principal's instructional leadership. Shelby serves as the **Gatekeeper (aka the GPS)** — ensuring that school operations run smoothly while the principal focuses on teaching and learning.

- **3 days/week:** Office days
- **2 days/week:** Coaching in classrooms

Looking Ahead

- **Senior Nights** for baseball and softball are on **May 9**
- We're committed to closing the year strong, with a continued emphasis on kindness, clarity, and connection

Site Council Update:

Dr. Petrie distributed the first draft of the Middle School and High School School Plan for Student Achievement (SPSA).

She explained the purpose of the SPSA, outlining its role in setting and guiding school goals.

Site Council members from both Middle School and High School engaged in reviewing each section of the plan.

Dr. Petrie discussed how the SPSA aligns with the district LCAP and strategic goals.

She noted that the overarching goals have remained consistent over the past six years, so the current focus is on continuing and deepening existing work.

Dr. Petrie shared that the next iteration of the plan will include budget allocations tied to each action item, which will be presented at the next Site Council meeting.

Next Meeting:

Tuesday, May 27, 2025

Close

Meeting Adjourned: Ashley motioned to adjourn the meeting at 4:30 pm. Tara seconded. All approved to adjourn the meeting.

Minutes submitted by Dr. Pivniska Petrie