

**Menlo-Atherton High School
Shared Decision-Making Site Council**

09/12/24

Approved on: 10/10/24

Members in attendance:

John Giambruno, Pablo Beramendi, Stephen Ready, Valeria Lorenzo, Shionda Nickerson, Elisa Nosedal, Libia Bustamante, Lupita Ruiz, Stephen Ready, Erin Walsh, Steve Clark, Ann-Marie Meacham, Irene Gil, Michele Breen, Amy McGaraghan, Paige Winikoff,, Karl Losekoot, Stephanie Cuff-Alvarado,, Sapna Bhagwat, Eboni Freeman, Isabel Habibi, Parmis Hoghooghi, Abigail MacLeod, Tula Basta, 19 total attendees today.

Guests: N.A.

Missing: Lupita Ruiz.

Opening: The regular meeting of the SDMSC was called to order at 3:35 pm.

Minutes by: Pablo Beramendi

- **Reviewed minutes from previous meeting, 5/9/24 as is**

Motion made by: Elisa Nosedal

Seconded by: Isabel Habibi

Approved #: 18

Opposed #: 0

Abstention #: 1

MOTION PASSES 4:02 pm

- **Open Forum:**

- Mr. G:

- Invitation to check website, whether people have access to documents, as well as people's names to make sure that they are right.

- Presentation covered:

- Reviewed vision statement for group's alignment and reminder.

- To approve something there needs to be 2/3s of the majority on the positive (abstention is technically a negative).

- Quorum: half of team members need to be present (13 min).

- Only agenda items can be voted out on that meeting. Agenda needs to be out 72 hrs in advance.
 - Forum is open to the public.
 - Minutes will be taken, and don't need to be super detailed.
 - Everything that will be covered will be included on our common Google Drive. It'll all be mostly linked in the agenda.
 - SDMSC Officers covered.
 - Dates of our meetings are at the bottom of the agenda.
 - Please sign for attendance at every meeting.
 - Principal asked about the difference between SDMSC and Site Council:
 - SC: funding and site - Senate.
 - SDMSC: other topics - House.
 - Pablo: great job on the phone pockets.
 - Elisa: tardiness continues to be a problem. Many students on the hallways.
 - Erin: noticing pretty significant stress level because of the amount of classes that students are taking (3+ AP classes). Simply wanted to bring that up.
 - Principal: praised Shionda. Great support provided to the students and the community, particularly in difficult times for the school and students.
 - Isabel: asked about a revised phone policy in place, noticing that teachers are more strict.
 - Shionda: Great attendance at Club Rush.
 - Elisa: heightened people's anxiety about not robust safety standards vs previous years, driven by the national shootings. Student body was not as engaged.
- **Summer Collaboration Evidence**
 - 380 hours requested and 388 executed.
 - Everything was approved back in May.
 - Fall collaboration coming out soon.
 - Motion made by: Ann-Marie Meacham
 - Seconded by: Sapna Bhagwat
 - Approved #: 19
 - Opposed #: 0
 - Abstention #: 0
 - MOTION 4:20 pm
 - **Cell Phones**

- Part of our summer collaboration. Communication came from the Office of the Governor.
- There is a cell phone violation policy.
- Pockets are not a hard rule, but are a resource to teachers. Mr. G shared his very positive experience with pockets.
- Erin shared an email out in May with revised policy.
- There will be a survey and data coming to assess the effectiveness of these policies.
- Erin:
 - There was frustration with tech and cells last year.
 - There is a pilot with 11 teachers (mostly 9th grade Core teachers), so that eventually this scales in following years.
 - Attendance is now easier because of the pockets.
 - Discipline was presented by Erin. There is also a tracking policy, attendance chart, template for contacting home with a script, additional classroom resources (like posters).
 - Also collecting data, i.e., teachers are logging violations, gave students a survey on the technology use to understand change of behavior.
 - There will also be a teacher-facing survey to understand how teachers are experiencing this pilot and new policy.
 - Seeking feedback to the Teacher Technology Use Survey.
 - Mr G suggested the following edits:
 - Do you use a phone pocket chart daily in your classroom?
 - Yes or No
 - If no, are you using a similar policy?
 - Isabel suggested the following edits:
 - If you use a pocket chart, do you take attendance using it?
 - Yes or No
 - If you are not using a chart, do you have a different phone policy?
 - Amy suggested to understand data on 9th graders that would correlate to the school that they are joining from.
 - Elisa: challenge with earphones and students that wear them and say that they don't have a phone.
 - Stephanie: no possibility to leave cards out so that everyone utilizes the pockets.
 - Intent of the policy is that it applies to both phones and headphones, as well as smartwatches.
 - Principal:

- Decided to strongly recommend phone pockets, but not an official policy. Trying to get to a place where these are required, but did not push initially so that we can transition to it during the school year.
 - There are some challenges with pockets that are falling that are being addressed.
- Abigail, Isabel and Parmis shared their perspective and experience with this policy. Consensus is that even if some classes don't strongly enforce pockets, they all enforce the no-use of cell phones.
- William:
 - Experienced with phone pockets last year. Seems the easiest solution ("night and day"). No leaving it up to chance.
 - Most students are good, but a few are addicted. And this process takes any option away.
 - Hope that we can expand on this.
- Shionda: important to train subs.
- Stephanie: observed a range of experiences. Some teachers did not experience issues. Challenge is multi-tasking from students. Agreement that it needs to address. Some teachers are concerned with "power struggles" (e.g., students declining to park their phones in the pocket).
- Tracy/ Principal: tricky to have all subs adhere to policy, as some principal teachers may not follow these policies. If teacher has that routine, they should write it on the lesson plan.
- Abigail: good to have a pilot with 11 teachers, as it brings consistency to those students and avoids potential power struggles. Eventually good for all classes to have it. Interesting to understand how this plays out on the lower level classes.
- Amy: only way to enforce anything in the classroom as a sub is if you are sure that the teacher is adhering to that policy.
- Principal: we need to have a community-wide conversation, particularly if we want to go further. Pocket system seems to be working, and interested to see if we can grow that norm.
- Stephanie: initial good signs, and great to pilot with 9th graders.
- Mr. G: will present data on how program is going.
- Tracy/ Erin: bring to PTA and gather feedback on what people think. Will data by end of next semester to understand impact (this is the intent of the pilot). Students welcoming the idea of the pocket as it becomes the norm in every class (i.e., standard). Trying to have

students be part of this process, i.e., incentivizing students to give out their phone for the whole day.

- **WASC**

- Mr G asked us to take a look at the [deck shared](#).
- Reviewed the roles (slide 4) during the meeting. Will review as a Council next.

Adjourning meeting at 4:56 pm:

Motion made by: Stephanie

Seconded by: Isabel

Approved #: 18

Opposed #: 0

Abstention #: 0

MOTION PASSES: Yes