

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

11/7/24

Unapproved Minutes

Approved on:

Members in attendance:

John Giambruno, Tricia Barr (for parent Pablo Beramendi), Stephen Ready, Elisa Nosedal, Libia Bustamante, Erin Walsh, Stephanie Johnson (for parent Steve Clark), Irene Gil, Michele Breen, Amy McGaraghan (parent), Paige Winikoff (parent), Karl Losekoot, Randy West, Stephanie Cuff-Alvarado, Danette Bathauer, Sapna Bhagwat, Isabel Habibi, Parmis Hoghooghi, Abigail MacLeod (student), Lucas Selvik (student)

20 total attendees today.

Guests: Amy Hansen, Elaine Rios

Missing: Lupita Ruiz (parent), Valeria Lorenzo, Shionda Nickerson, Eric Wilmurt, Eboni Freeman (student), Tula Basta (student)

Opening: The regular meeting of the SDMSC was called to order at 3:36 pm.

Minutes by: Tricia Barr (for Pablo Beramendi)

- **Reviewed minutes from previous meeting, 10/10/24**

Motion made by: Randy West

Seconded by: Paige Winikoff

Approved #: 18

Opposed #: 0

Abstention #: 2

MOTION 3:42 pm

- **Open Forum:**

- Mr. G: Congrats to Paige for election to Las Lomitas School District
- Elisa: Chromebook delivery. When is it expected?
 - Action item on Mr G. Knows it's an open item. He'll circle back.
 - Action item: Erin and Elisa to email Mr G and Mr Tomi (?) as reminder.
- Karl:
 - Reflection on October. Dia de los Muertos, Homecoming weekend.
 - College and career day. 950 test takers all online.

- Two minimum days: one for WASC, one for comprehensive data and looking at how to use the data to inform instruction.
 - Mr G. Go see play, Our Town, next weekend.
- [Fall Collaboration](#)
 - No discussion.
 - Motion to approve:
 - First: Elisa Nocedal
 - Second: Michelle Breen
 - Approved: 18
 - No: 0
 - Abstain: 2
- [Field Trip Best Practices](#)
 - Motion to approve:
 - First: Erin Walsh
 - Second: Abby MacLeod
 - Approved: 20
 - No: 0
 - Abstain: 0
- [Tardies: Strategies and Solutions](#)
 - Discussion is on tardiness, not truancy
 - Auto-callers for tardies
 - Amy McGaraghan: SamTrans is regularly late. It's counted as an unexcused tardy, but not supposed to.
 - Libia said teachers are notified if bus is late.
 - Students are supposed to fill out tardy late form and give to teacher so it can be considered unexcused.
 - Elaine said students shared that it's pretty cumbersome for students to get attendance correction form. She suggested possibly having hard copy of forms in each teacher's class. And Libia said they'd be outside the attendance office.
 - Danette said she has a digital form and fills it out. Not every teacher knows the digital attendance correction exists.
 - Mr G feels like hall sweeps work. It's an effective tool. Student SDMSC members concur.
 - Amy McGaraghan: can a student's grade be affected by tardies?
 - Karl: no. However, if you're missing parts of class, a student's performance can be impacted.

- Yes, b/c sometimes a homework won't be accepted as full credit if tardy.
 - Parmis: can there be some leniency in 1st period (like 5 minutes) b/c it takes a long time just to get across campus?
 - Developing a policy that practices empathy, but also makes it clear the expectation is to be on time.
 - Erin: teachers are expected to teach from bell-to-bell. Most teachers have a starter, some are graded, some not graded.
 - How does attendance look from Q1'2021 before the 8:30am start?
 - Mr G feels like the bigger problems are between 1->2, 3->4, 5->6
 - Stefanie Cuff-Alvarado - could we do hall sweeps between 3-4th period?
 - Karl: we have additional Campus Aide, so we have someone who can help with hall sweeps in Pride Hall. Possibly at different times.
 - Stephen Ready: hall sweeps seem to work. Our data shows jumps in tardies from year to year.
- Start with reminder of policy. Get teachers out there for hall sweeps. Stephanie suggested props. Karl said there's budget for props. Spotify and dancing. Possibly allowing students to choose songs on Spotify as reward.
 - Randy West: one idea is to have the student put the phone in the phone pocket when they arrive. When so, he's more lenient in marking tardies
 - Abby: Word of the Day when students arrive. If they aren't there when bell rings, they miss it and it counts for points. This is an incentive to get their on-time, but not all kids in all classes would be motivated by this approach.
 - Kryger: half credit on homework if you show up after the bell
 - 4th Period tardies b/c they are late b/c students know MA Today is playing.

Adjourning meeting at 5:00 pm:

Motion made by: Elisa
 Seconded by: Abby MacLeod
 Approved #: 18
 Opposed #: 0
 Abstention #: 2
 MOTION PASSES: Yes