Middle College High School
SSC Meeting Minutes
Thursday, October 22, 2026
3:00 p.m.
Room C-2
Google Classroom Code: j5w550hx
https://classroom.google.com/c/ODczNDEyMzAxMzQx?cjc=j5w55ohx

I. Call to Order and Welcome: The meeting was called to order by Alicia Roark at 3:06 p.m. Interpretation was available but was not needed.

II. Roll Call:

Member Type	Member Name	Present	Absent
Principal	James Espinoza	☑	
Other Staff Member	Stephanie Ramirez	☑	
Classroom Teacher	Ashley Arrucha	☑	
Classroom Teacher	Vanessa Diaz	☑	
Classroom Teacher	Kerri Jenkins	☑	
Classroom Teacher	James Lasch		☑
Parent/Community Member	Vanessa Bastidos		☑
Parent/Community Member	Alma Fuentes	☑	
Parent/Community Member	Angelica Osio	☑	
Student Member	Melannie Avila	☑	
Student Member	Adriana Garcia	☑	
Student Member	Alicia Roark	☑	

Guests: See sign-in sheet.
Quorum Met: Yes (*10 out of 12 members present***)**

III. Reading and Approval of Minutes from September 24, 2026: All members and guests were provided with a copy of the minutes in English and Spanish. Time was given to review the minutes. Kerri Jenkins made a motion to approve the minutes from **September 24, 2026** as presented. Alicia Roark seconded the motion. There was no additional discussion. There was one typo that was corrected.
VOTE: 10 Yeas 0 Nays 0 Abstentions- motion carried.

IV. Old Business:

a. Present a summary of the 2026-2027 SPSA Section 1 and Section 2: Kerri Jenkins presented Middle College High School *2026-2027 School Plan for Student Achievement* (SPSA) for all in attendance. A hard copy of the plan was made available for anyone who preferred to follow along. Kerri Jenkins provided a summary of the 2026-2027 SPSA development process and stated that the SPSA is a written plan, developed by the School Site Council (SSC), school staff, and educational partners. It was specified that the returning members of the council had previously taken part in the process. Kerri Jenkins provided a brief summary of Sections 1 and 2 in the SPSA, as follows:

Section 1 outlines the purpose of the school plan in meeting ESSA requirements while aligning with the LCAP and other federal, state, and local programs. It details how staff, families, and educational partners were consulted in developing the SPSA/Annual Review. Identified resource inequities emerged from a needs assessment. The section also includes a program evaluation process that uses both site and district data to determine the effectiveness of Title I and LCAP funded activities. Based on outcomes, decisions are made to continue, modify, or discontinue programs. The evaluation was completed by educational partners, including school staff, administrators, and School Site Council. The school reviewed progress toward its goals, analyzing data for each. These goals include: English Language Arts, Mathematics, Science, English Learners, Chronic Absenteeism, Suspension, Graduation Rate, and College/Career Readiness. **Section 2** presents the LCAP and Title I Action Plan and includes potential future expenditures under both funding sources.

Kerri Jenkins asked if there were any questions or comments. James Espinoza shared the District Performance Overview of test scores and compared results to our goals. He also mentioned that Middle College High School is currently ranked 63rd out of 2,137 high schools in California according to Schooldigger.com. He also shared that funds in our Action Plan cover professional development to provide training for our teachers. Middle College is selective about the conferences that teachers are allowed to attend and they include AVID, CTE and Dual Enrollment. The council talked about SAT preparedness. UCs are working on the SATs as a requirement for future admissions. During our WASC mid-year review, we will probably include an SAT goal. Ms. Fuentes asked if 10th graders are taking the PSAT. Mr Espinoza shared that they had in fact taken it today and that 11th graders will take the SAT in March and will also have an opportunity to retake their senior year if they wish.

b. Budget Update #1: LCAP and Title I Expenditures:

The 2026-2027 SPSA, Section 2: LCAP and Title I Action Plan was projected for new and returning members, as well as guests to view. As previously mentioned, educational partners, which include school staff, administrators, and SSC, collaborated and reviewed data to determine student needs and expenditures in order to meet the identified needs of students. Kerri Jenkins informed the council that the LCAP allocation is $141,729.16 and the Title I allocation is $128,501.06.

The SSC reviewed the expenditure report, along with the *LCAP and Title I* strategies/activities found in the 2026-2027 SPSA. Handouts were given to members and the budgets were projected on the screen. Kerri Jenkins presented the following information:

LCAP - Expenditures to Date

Budget Code	Strategies/ Activities	Revised Budget	YTD Activity	Pre/Encm to Date	Year to Date Activity & Pre/Enc	Remaining Balance	Remaining %
1130	**Cert Ad Duty**	$2,000.00	$0.00	$0.00	$0.00	$2,000.00	100%
1140	**Cert Ad Duty**	$9,000.00	$0.00	$0.00	$0.00	$9,000.00	100%
1180	**Coaching/Ad Duty**	$4,000.00	$0.00	$0.00	$0.00	$4,000.00	100%
2911	**Sch Outreach Wkr**	$42,697.00	$8,751.42	$28,482.52	$27,233.94	$5,463.06	13%
3101	**Strs Certificated**	$2,865,99	$0.00	$0.00	$0.00	$2,865.00	100%
3202	**Pers-Classified**	$11,272.00	$1,751.35	$7,519.44	$9,270.79	$2,001.21	18%
3312	**Social Sec - Classified**	$2,647.00	$543.46	$1,757.88	$2,301.34	$345.66	13%
3331	**Medicare Cert**	$217.50	$0.00	$0.00	$0.00	$217.50	100%
3332	**Medicare Class**	$619.00	$127.10	$411.16	$538.26	$80.74	13%
3412	**Health & Welfare - Class**	$7,075.79	$1,438.68	$5,637.11	$7,075.79	$0.00	0%
3501	**State Unemp - Certificated**	$7.50	$0.00	$0.00	$0.00	$7.50	100%
3502	**State Unemp - Classified**	$21.00	$4.37	$14.06	$18.43	$2.57	12%
3601	**Wrks Com - Certificated**	$0.00	$0.00	$0.00	$0.00	$0.00	
3602	**Wrks Com - Classified**	$0.00	$0.00	$0.00	$0.00	$0.00	
4210	**Other Bks - Not Texts**	$1,000.00	$0.00	$0.00	$0.00	$1,000.00	100%
4310	**Inst. Matrls**	$6,293.16	$0.00	$0.00	$0.00	$6,293.16	100%
4340	**Comp Assess & Supplies**	$2,000.00	$0.00	$0.00	$0.00	$2,000.00	100%
5211	**Classified Cell Allowance**	$14.21	$37.50	$356.25	$293.75	($379.52)	-2671%
5220	**Inser & Bus Expense**	$20,000.00	($31.30)	$0.00	($31.30)	$20,031.30	100%
5300	**Dues & Memberships**	$3,000.00	$0.00	$0.00	$0.00	$3,000.00	100%
5633	**Maintenance Agreements**	$3,000.00	$0.00	$3,000.00	$3,000.00	$0.00	0%
5712	**Inter Prgrm Transportation**	$15,000.00	$12,080.00	$0.00	$12,080.00	$2,920	19%

5713	**Inter Prgrm Prting & Dup**	$500.00	$0.00	$0.00	$0.00	$500.00	100%
5752	**Interfund: Catering**	$1,000.00	$0.00	$0.00	$0.00	$1,000.00	100%
5810	**Contracted Services**	$2,500.00	$0.00	$0.00	$0.00	$2,500.00	100%
5886	**Field Trips**	$0.00	($45.00)	$0.00	($45.00)	$45.00	
5898	**Stdt Incentives**	$2,500.00	($496.08)	$0.00	($496.08)	$2,996.08	120%
5899	**Schl Climate and Culture**	$2,500.00	$0.00	$0.00	$0.00	$2,500.00	100%
5999	**Unallocated**	$0.00	$0.00	$0.00	$0.00	$0.00	
	Total Expenditure Balances	$141,729.16	$24,161.50	$47,178.42	$71,339.92	$70,389.24	
	Total Mgmt L01	$0.00	$0.00	$0.00	$0.00	$0.00	
	Total Resources	$0.00	$0.00	$0.00	$0.00	$0.00	

Title I Expenditures to Date

Budget Code	Strategies/ Activities	Revised Budget	YTD Activity	Pre/Enc to Date	Year to Date Activity & Pre/Enc	Remaining Balance	Remaining %
1130	**Cert Ad Duty**	$3,000.00	$0.00	$0.00	$0.00	$3,000.00	100%
1140	**Cert Ad Duty**	$5,000.00	$0.00	$0.00	$0.00	$5,000.00	100%
2911	**Std Interns - Instructional**	$35,000.00	$1,170.33	$0.00	$1,170.33	$33,829.67	97%
2911	**Sch Outreach Wkr**	$18,299.00	$3,750.61	$12,206.74	$15,957.35	$2,341.65	13%
3101	**Strs Certificated**	$1,528.00	$0.00	$0.00	$0.00	$1,528.00	100%
3202	**Pers-Classified**	$4,831.00	$750.58	$3,222.59	$3,973.17	$857.83	18%
3312	**Social Sec - Classified**	$1,135.00	$231.93	$744.04	$975.97	$159.03	14%
3331	**Medicare Cert**	$116.00	$0.00	$0.00	$0.00	$116.00	100%
3332	**Medicare Class**	$772.50	$71.21	$174.04	$245.25	$527.25	68%
3352	**PARS-Classified**	$350.00	$11.70	$0.00	$11.70	$338.30	97%
3412	**Health & Welfare - Class**	$3,032.43	$616.58	$2,415.85	$3,032.43	$0.00	0%
3501	**State Unemp - Certificated**	$4.00	$0.00	$0.00	$0.00	$4.00	100%
3502	**State Unemp - Classified**	$26.50	$2.46	$6.08	$8.54	$17.96	68%
3601	**Wrks Com - Certificated**	$0.00	$0.00	$0.00	$0.00	$0.00	
3602	**Wrks Com - Classified**	$0.00	$0.00	$0.00	$0.00	$0.00	
4210	**Other Bks - Not Texts**	$500.00	$0.00	$0.00	$0.00	$500.00	100%

4310	**Inst. Matrls**	$6,635.06	$0.00	$787.54	$787.54	$5,47.52	88%
4340	**Comp Assess & Supplies**	$9,000.00	$0.00	$0.00	$0.00	$9,000.00	100%
5211	**Classified Cell Allowance**	$14.21	$37.50	$356.25	$293.75	($379.52)	-2671%
5220	**Inser & Bus Expense**	$22,000.00	$6,286.85	$3,326.80	$9,613.65	$12,386.35	56%
5712	**Inter Prgrm Transportation**	$16,000.00	$0.00	$0.00	$0.00	$16,000.00	100%
5841	**Distr Warranty Licensing**	$900.00	$0.00	$0.00	$0.00	$900.00	100%
5999	**Unallocated**	$371.57	$0.00	$0.00	$0.00	$371.57	100%
	Total Expenditure Balances	$128,501.06	$12,892.25	$22,883.68	$35,775.93	$92,725.13	
	Total Mgmt 501	$128,501.06	$12,892.25	$22,883.68	$35,775.93	$92,725.13	
	Total Resources	$128,501.06	$12,892.25	$22,883.68	$35,775.93	$92,725.13	

Kerri Jenkins asked if there were any questions or comments. Mrs. Fuentes asked if the money for the Outreach Worker is being reallocated since we didn't spend it all. It was explained that Ms. Cruzado left three-quarters of the way into the last school year and was not replaced immediately. This is why there was money left over. However, the position was filled at the beginning of this school year, and the money will be fully spent this year. Mrs. Fuentes asked how many AVID tutors we have, and it is currently four.

c. **Distribute and review the 2026-2027 School-Parent and Family Engagement Policy and School-Parent Compact:** A copy of the Middle College High School Parent and Family Engagement Policy and School-Parent Compact was distributed in English and in Spanish. Kerri Jenkins explained the importance of parent input with regard to the policy. Kerri Jenkins began by reviewing the policy and explained that it is to be distributed annually. Copies of the School-Parent and Family Engagement Policy and School-Parent Compact have also been posted on the school website and ParentSquare. The school involves Title I parents by means of the following activities: hosting annual meetings to inform parents of participating students of the requirements of Title I and their right to be involved; offering flexible meetings for participating parents; involving parents in an organized, timely way in the joint planning, review, and improvement of the Title I programs on site; providing parents with an explanation of the academic standards, assessments, and how to monitor their child's achievement; and offering opportunities for regular meetings, for parents to participate in decision-making relating to the education of their children.

Furthermore, it was explained how the School-Parent Compact is developed with and distributed to parents of Title I students. The School-Parent Compact outlines how parents, the entire school staff, and students share the responsibility for improved student academic achievement and describes the means by which the school and parents will build and develop a partnership to help students achieve the state content standards.

Kerri Jenkins requested parent input and asked if anyone had questions or comments about the School-Parent and Family Engagement Policy and School-Parent Compact. There were none.

V. New Business

a. **Parent Survey to determine the best times to hold SSC meetings to obtain the best attendance and participation.** The council discussed the current time for meetings and asked if other times would be better. After discussion, it was decided that having the virtual option was very helpful. Middle College will look into having a Zoom admin account so the meetings could be held through Zoom and recorded for future viewing.

b. **Presentation of the 2026-2027 Comprehensive School Safety Plan:** The 2026-2027 Comprehensive School Safety Plan was projected on the screen for new and returning members and guests. Time was provided to review the plan. The members and guests were reminded that the plan is reviewed annually and revised by the School Site Council. It was also shared that there will be an Addendum to this plan at a future meeting. Principals in the district were made aware of new additions and modification requirements. After the required trainings are completed, the Addendum will be completed and presented at a public meeting. After that meeting, it will be presented to the School Site Council for approval no later than February 1, 2027. Future CSSP will be approved by the SSC in February each year to allow the District to approve them no later than March 1st each year moving forward. The current CSSP includes an assessment of the school's current safety status, as well as identified strategies/programs that provide and maintain a high level of school safety. The plan also includes the following: Physical Location and Environment, Student Demographics, School and Neighborhood Crime Data, Suspension, Referrals, and Expulsion Data, Access and Security Procedures, Visitor Procedure, Arrival and Dismissal Procedures, Parking Lot Rules, PBiS/Restorative Justice Procedures, School Dress Code, Emergency Drills, On-Campus Evacuation Procedures and Route Map, Off-Campus Evacuation Procedures and Location, Students with Disabilities/AFN, Reunification, School-Parent Compact, Incident Command Assignments, District Policies, etc. The CSSP is submitted to the District Safety/Emergency Management Office for School Board approval. Kerri Jenkins asked if there were any questions, comments, or recommended changes. There were none.

Adriana Garcia left at 4:27 p.m.

c. **SPSA Monitoring #1: Present a summary of Student Data for ELA, Math, Science, English Learners, Chronic Absenteeism, and Suspensions using CA Dashboard, District, and/or Site-based metrics identified in the SPSA Goals:** Kerri Jenkins informed the council that staff at the site have had the opportunity to review and discuss the formative student data for ELA, Math, Science, Chronic Absenteeism, Suspensions, Title I Intervention Programs, and English Learners. A summary of the data analysis was shared as follows:

ELA

Kerri Jenkins stated that overall, the ELA achievement on the NWEA data shows:

Schoolwide:75% of students are on track.
English Learners: 0% of students are on track. (1 student)
African American: 73% of students are on track.
Homeless: 55% of students are on track.

Math

Kerri Jenkins stated that overall, the Math achievement on the NWEA data shows:

Schoolwide: 77% of students are on track.
English Learners: 100% of students are on track. (1 student)
African American: 92%of students are on track.
Homeless: 84% of students are on track.

What is/are the deepest underlying cause(s) of the student performance in ELA and Math?

The deepest underlying causes of student performance in ELA and Math include high-quality first instruction, strong Tier 1 and Tier 2 interventions, and dedicated tutoring/office hours in all subjects that provide timely, targeted support.

What is being done to make progress towards the goal(s) in ELA and Math?

To make progress toward the goals in ELA and Math, the site uses LCAP and/or Title I funding to support strong professional development through district and site in-services, conferences, teacher collaboration, and grade-level planning. Substitute coverage allows teachers to participate in these activities to strengthen instructional practices. MTSS TOSA support helps coordinate targeted interventions and monitor student progress, while Edpuzzle software supports engaging instruction and checks for understanding. Strong relationships among students, parents, and teachers promote communication, engagement, and timely academic support.

Science

Kerri Jenkins stated that overall, the Science achievement on the CAST data shows:

Schoolwide: 69 Science Points (Increased by 5.4 points)
African American: Less than 11 students. No reportable data.

What are the deepest underlying causes of student performance in Science?

The deepest underlying causes of student performance in Science include quality first teaching and cross-curricular instruction that strengthens scientific literacy, critical thinking, and math application. Designated study hall, tutoring, and office hours provide targeted support to address learning gaps and reinforce understanding.

What is being done to make progress toward the goals in Science?

The site uses LCAP and/or Title I funding to support in-services, professional development, and teacher collaboration that strengthen science instruction and cross-curricular teaching. Designated study hall, tutoring, and office hours provide additional opportunities for students to receive individualized assistance and improve academic achievement.

Chronic Absenteeism

Kerri Jenkins indicated that the site also conducted a data analysis of attendance, per the Unified Insights or CA Dashboard; the data show:

Schoolwide: 7.25% of students are chronically absent.
English Learners: 0.0% of students are chronically absent.
African American: 0.0% of students are chronically absent.
Homeless: 25% of students are chronically absent.
Foster Youth: Fewer than 11 students

What are the deepest underlying causes of student performance?

Student attendance is supported by a positive school climate and culture where students feel connected and want to attend school, along with strong communication with families. Chronic health issues can affect attendance and interrupt learning, making coordinated, individualized support essential.

What is being done to make progress toward the goals?

The site uses LCAP and/or Title I funding to strengthen student supports, family communication, and a welcoming school environment. Staff monitor attendance, communicate regularly with families, and work closely with students experiencing chronic health issues to address barriers, maintain access to learning, and support academic progress.

Suspension Rate
Kerri Jenkins explained the most recent rate of suspensions. The suspension data on Unified Insights or CA Dashboard shows:

Schoolwide: 0.0% of students have been suspended.
English Learners: 0.0% of students have been suspended.
African American: 0.0% of students have been suspended.
Foster Youth: Fewer than 11 students.

What are the deepest underlying causes of student performance?

Student performance is supported by a positive school climate and culture and strong connections among students, teachers, and all staff. These relationships foster trust, belonging, and engagement, helping students feel safe, valued, and ready to learn.

What is being done to make progress toward the goals?

The site implements regular PBIS School Connect lessons to strengthen social-emotional skills, reinforce positive behavior, and build healthy relationships. Staff model and teach positive conflict resolution practices, helping students communicate respectfully, resolve disagreements, and maintain a supportive learning environment.

Kerri Jenkins asked if there were any questions, comments, or input with regard to the SPSA Monitoring #1. There were none.

d. Presentation of SPSA Modifications: LCAP (L01) Budget and Approval of Title I (501) Budget and revised Strategies and Activities:

Kerri Jenkins informed the council of modifications that need to be made to the site's SPSA (School Plan for Student Achievement). Those in attendance were reminded that the SPSA is a living document that guides decision-making and delineates the school's focus for the school year. Currently, the site is recommending the following changes to the SPSA, based on newly identified academic needs, as follows:

San Bernardino City Unified School District
Middle College High School
2026-2027 SPSA Modification

Please contact your assigned Program Specialist from Categorical Programs to review this form and the required process.

Directions: Complete the SPSA Modification table below for all content and budget changes. **Rows can be added for multiple modifications.**

Re-approval of the SPSA is required by SSC if changes are made in Title I. The SSC must review and provide input on changes made in LCAP. Please add this completed form, along with the SSC Minutes and the Agenda that reflect the Approval/Review of the changes, to the shared Google Drive for SSC documentation.

From	To	Amount (N/A for content change only)	Rationale (Why?)	Modified Strategies / Activities (SPSA Language)
Management: ☑ L01 ☐ 501 **Object Code:** 5300	**Management:** ☑ L01 ☐ 501 **Object Code:** 5801 Already in the SPSA? ☐ Yes ☑ No	$1,155.00	Funds were planned for competitions/dues; however, the registration fees are paid under object code 5801 rather than 5300. The intent of the action is unchanged; this is merely an accounting adjustment. BT-0000443 has been submitted to transfer the funds from 5300 to 5801 for PR 732996.	Changes apply to: ☑ Action Plan ☐ Possible Future Expenditures **Action Plan Language:** Registration fees for high school academic competitions, including but not limited to academic decathlon and speech and debate, to strengthen critical thinking, communication, and content knowledge.
Management: ☑ L01 ☐ 501 **Object Code:** 4310	**Management:** ☑ L01 ☐ 501 **Object Code:** 4312 Already in the SPSA? ☐ Yes ☑ No	$420.30	Funds were planned for instructional materials; however, expenditures related to music are paid under object code 4312 rather than 4310. The intent of the action is unchanged; this is merely an accounting adjustment. A budget transfer will need to be submitted to transfer the funds from 4310 to 4312 for PR 734032.	Changes apply to: ☑ Action Plan ☐ Possible Future Expenditures **Action Plan Language:** Purchase instructional music materials, including but not limited to sheet music, music workbooks, rhythm instruments, and instructional recordings,

Revised 6.10.2026

From	To	Amount (N/A for content change only)	Rationale (Why?)	Modified Strategies / Activities (SPSA Language)
				to strengthen music literacy and increase student engagement.
NOTE(S):				

☐ **Agendas and minutes have been added to the shared Google Drive for SSC documentation.**

SSC Presentation/Approval Date: _____

Revised 6.10.2026

It was explained that the School Site Council and other parent groups provide review and comment as to the use of LCAP funds identified as part of the SPSA. As such, the changes to

planned strategies and activities in Management (budget) L01, discussed during today's meeting, require the input of the SSC. It was discussed that due to the formation of the Academic Decathlon and ordering sheet music for orchestra, there needed to be a modification to the SPSA as fees and costs for these two items were not originally budgeted in our SPSA. Therefore, working with our budget analysis and the Categorical Department, a budget modification form was created and presented to the SSC. Kerri Jenkins asked if there were any comments, questions, or input regarding the recommended changes. There were none.

VI. Committee Reports

a. **DAC:** The council heard presentations from the SWSS department regarding Preventing Bullying: The Role of the Counselor and Wellness/School-Based Health Clinics. The next items were Nominations and Elections, LCAP Summary, Spring submission of the ConApp Part I, and distribution of the DAC Bylaws. Mrs. Fuentes shared that voting will happen at the next meeting. Next meeting will be November 12, 2026, from 5:00 p.m. to 7:00 p.m.
b. **DELAC:** The committee heard presentations regarding Uniform Complaint Procedures (UPC) and the Coalition for Humane Immigrant Rights (CHIRLA). CHIRLA presented and distributed a brochure on Immigration Rights. The next meeting will be November 6, 2026, from 9:30 a.m. - 11:30 a.m.
c. **DAAAC:** Next meeting November 5, 2026, from 5:00 p.m. - 7:00 p.m. at the Paxam Paxam Welcome Center.

VII. Public Comment: Kerri Jenkins asked for public comment. Mr. Espinoza shared that it had been a very busy week. Palm Springs USD and College of the Desert came to see our Middle College Program. They are planning to start a Middle College and want to model it after us. He also shared that there was a large group of legislators from the California Department of Education and other governing bodies that came to SBCUSD and visited our CTE programs and several schools. Middle College was able to host them in our Multipurpose Room.

VIII. Adjournment: The meeting was adjourned by Alicia Roark at 4:44 p.m.