

**Centinela Valley Union High School District  
Leuzinger High School**

**MINUTES of  SSC     ELAC     SPAC Meeting**

*Meeting Date: Nov 16, 2016*

<b>Member</b>	<b>Role (include position: President, etc.)</b>	<b>Present?</b>
Erik Hendricks (EH)	Teacher, Chair	Y
Noel Dequina (ND)	Teacher	Y
Norma Navarro (NN)	Parent	Y
Edith Navarro (EN)	Student	N
Dr. Shakira Holt (DSH)	Teacher	Y
Tiahna Barmore (TB)	Student	Y
Melinda Pitts (MP)	Parent	Y
Dr. Pam Brown (DPB)	Principal	Y
Strawn Holmes (SH)	Teacher	N
Kevin (K)	Student	N
Yamilet Panduro	Classified	N
<b>Non-Member</b>	<b>Role (include who representing: ELAC, SPAC, etc.)</b>	<b>Present?</b>
Howard Ho (HH)	Assistant Principal	Y
Viviana Hernandez (VH)	TOSA	Y
Maria Arana	Parent	Y
Delucy Alfaro	Parent	Y
Alenna Schofield	Grandparent	Y

(Check **Agenda Items** covered at this meeting and reflected in minutes.)

<b>SSC Responsibilities</b>			<b>ELAC Responsibilities</b>			<b>SPAC Responsibilities</b>		
	1A.	School Plan Development – Data Analysis & Needs Assessment		2.	EL Program		8.	Title I Requirements
x	1B.	School Plan Development – School Goals & Improvement Activities		3.	EL Needs Assessment		9.	Parent Involvement Policy – Development & Distribution
X	1C.	School Plan – Evaluation		4.	R30 Language Census		10.	Home-School Compact – Development & Distribution
	1D.	School Plan Budget		5.	School Attendance		11.	Title I Programs
	1E.	School Plan Approval		6.	Training – Legal Advisory Responsibilities		12.	Student & Parent Programs
				7.	Election of DELAC member(s)		13.	Academic Standards & Assessments
							14.	Training – Helping children improve achievement
							15.	Uniform Complaint Procedures (UCP)
							16.	Safety Plan
<b>JOINT Responsibilities</b>								

**I. Welcome & Introductions**

Mr.Hendricks, SSC Chair, called the meeting to order at 5:10 p.m. and welcomed everyone in attendance.

**II. Changes/Additions to Agenda**

Motion by Dr Brown to vote to allow Dr Ho and Vivian Hernandez to present prior to Approval of Minutes. Motion 2<sup>nd</sup> by Hendricks. Voted and all approved with 0 abstentions.

1. School Safety Plan Presented by Dr Ho
  - a. Explained the Safety Team Handout, the changes and additions
    - i. Number of referrals
      1. Respect Campaign to help reduce that number, with incentives and regular announcements
      2. Emergency supplies in storage container are in the process of being restocked and replenished. Not updated for a years.

DA: Was RESPECT campaign shown/explained during Back To School night?

HH: Yes

DA: In the case of emergency, how long are students held?

HH: Depends on type of emergency.

VH: Have supplies in storage expired?

HH: Yes, that is why they are being replenished.

NN had questions about student referrals.

HH explained what minor infractions vs referable infractions

DPB: Teachers struggle with online form, we are considering triplicate option.

NN: As teachers how do you handle?

DSH: We have to address certain infractions immediately, and the online referral process is disruptive to instruction.

DA: What about sending kids to office with no paperwork?

DSH: Campus Security can be called to escort student to office as needed.

Conversation about how this is handled.

Hendricks motioned to vote to Approve Safety Plan, 2<sup>nd</sup> by NN. Voted and all approved with 0 abstentions.

2. NN: PIQE promised priority enrollment at CSU's for students of PIQE gradates.

VH: Not true, PIQE is simply a community outreach program funded by the CSU systems. No priority or obligation of acceptance.

This lead to a brief conversation about the confusion regarding what PIQE trainers have been telling parents about CSU's.

3. Vivian Hernandez presented the various programs and alternatives to PIQE.
  - a. Option of holding a Conference or Grade Level Parent Meetings with guest speakers and or multiple presenters.

Team discussed the details of a Mandatory Meeting, and then individuals shared their preference as far as what to do.

NN: Jaime Carias & College Awareness

DA: Latino Family, Our Mission

DSH: Target Freshman during Open House. Modify event to fit our needs and have a speaker to open and close the night.

ND: College Awareness and College Success. How can we modify to fit other ethnic groups?

DPB motioned to table discussion for next meeting, which would give us time to develop plan and for VH to check on costs of speakers. Motion 2<sup>nd</sup> by Hendricks. Voted and all approved with 0 abstentions.

### III. Approval of Minutes

1. Corrections
  - a. Richstone and not Ridgestone

- b. Quorum misspelled.
- 2. DPB motioned to vote on approval of minutes
  - a. Motion 2<sup>nd</sup> by NN, all approved with no abstentions.

#### **IV. Public Comments**

*The following is a summary of discussion/action(s) taken on the above-checked items:*

- 1. PTSO wants to revamp, needs funds for ethnic holiday celebrations that will benefit students and local community.

DPB: This needs to be brought up at PTSO meeting, cannot use Title 1 Funds for PTSO.

#### **V. Old Business**

*The following is a summary of discussion/action(s) taken on the above-checked items:*

- 1. No new business was discussed.

#### **VI. New Business (list here all of the items listed on the agenda and then provide**

*The following is a summary of discussion/action(s) taken on the above-checked items:*

##### **1. Review ELAC responsibilities**

- a. Nothing currently, but will be brought up as needed..

##### **2. Explain School Wide Title 1**

- a. DPB explained how funds must be spent to benefit students' school wide.

##### **3. Review Compact**

- a. DPB explained Compact. Also that it is part of the InfoSnap and that adjustments can be made in June.

##### **4. Review goals and improvement activities**

- a. DPB explained how goals are aligned to district goals.
  - i. 84% graduation rate, increasing. Grad rate calculation was explained (coherts, transfers included)

NN: How many graduates are A-G eligible?

DPB: 34% but that is higher than district average. State average is 40%, females are higher males and EL's are the lowest demographic.

- ii. DPB explained how money is spent. 6K left over from Read 180 supplies.
- iii. Explained class size reductions and its purpose in Essential Math & ELA classes
- iv. Attendance is good, but truancy is reported at 90%

DSH: Maybe 3 tardies equals 1 truancy like in summer school.

DPB: Not the case to the best of my knowledge

- v. On Track to Greatness materials. 8K was allotted but only 5.5K used
- vi. DII – 1 admin and 3 teachers sent to grading conference, Science has Next Gen Standard PD in Dec. Ceramic teacher has a scheduled PD. Dr Holt attended conference about Diversity in Classroom.

DPB: Next meeting will have more detail in regards to the budget so that we can make a more informed decision.

NN: How are AVID tutors different than SHAPE? Tutors in general? Are there AP tutors?

DPB: SHAPE is free for 2 days (Mon and Wed), will cost for more days. 2<sup>nd</sup> semester pilot using AP students to tutor 9<sup>th</sup> graders during periods 1,2,7 and 8. Waiting for the district for approval.

DSH: maybe we can use LEU CREW.

DPB: The criteria for tutors are they must be strong in Math and ELA.

NN: My daughter struggles in AP courses, and she needs better tutors. Avid tutors are still in college and taking the same courses.

DPB: Trying but it is hard with the current pay rate.

MP: Seems like work is too much.

DPB: Balance is crucial. Procrastination is a part of it too.

NN and MP voiced concerns as parents. The group had a conversation about AVID.

Highlighting the importance of the tutors and relationship with teachers, tutors aren't serving all AVID students evenly.

NN: Maybe we can pay tutors more and give that a test run?

DPB: Tutor salaries aren't site based, that is controlled by the district.

MP: Attendance regarding clearing absences due to field trips

DPB explained the process of clearing those absences and the attendance codes.

**5. SSC training option**

a. DPB motioned to vote on option of training of SSC.

i. Pow Toones or a weekend training

ii. Motion 2<sup>nd</sup> by Dequina. Voted for Pow Tunes and all approved with 0 abstentions.

**VII. Adjournment**

1. DPB motioned vote to adjourn meeting.

2. 2<sup>nd</sup> by DSH. Voted all in favor with no abstentions.

The meeting was adjourned at 6:40pm.

Respectfully submitted,

Erik Hendricks

Secretary & Chair, SSC (Council/Committee)