

## School Site Council - Aragon High School

### AGENDA & MINUTES

November 30, 2020 - 3:30 - 5:00 pm

<https://smuhsd-org.zoom.us/j/98952820823?pwd=UW9FSWY0enhnWXd0SC9EV25CS2tYZz09>

#### AHS SSC Membership & Meeting Attendance:

Certificated		Classified/Admin		Students		Parents	
x	Jayson Estassi	x	Nagendran/Arbizu*	x	Kayla Li (12)	x	Lauri Floresca
x	Cindy Henderson		Lesley Franco	x	Ethan Lee (11)		Norma Mota
x	Shane Smuin			x	Shayla Duong (10)		

\* Valerie Arbizu will fill in for Lisa while she is on leave through January 2021.

#### To prepare for this meeting please:

- Review minutes from previous meeting

Agenda Items	Time	Minutes/Actions
Call to Order	3:33	Call to order @ 3:33
Reading and approval of previous meeting minutes: <a href="#">November 2, 2020</a>	3:34	Move to approve: Lauri Second: Kayla and Cindy Approval: 8 Passed
<a href="#">Appointment of Officers</a>	3:35	<ul style="list-style-type: none"> <li>• Chairperson: Shane moves to approve Mr. Estassi as Chair; Lauri seconded. Approved as chair 7-0</li> <li>• Vice Chairperson: Shane moves to approve Shayla as Vice Chair, Lauri seconded. Approved as vice chair 7-0</li> <li>• Secretary: Kayla Li - Shane moves to approve Kayla as Secretary; Lauri seconded. Approved as secretary 7-0</li> <li>• Parliamentarian: Shane moves to approve Ethan as Parliamentarian, seconded by Kayla. Approved as Parliamentarian 7-0</li> </ul>
Public Comments	3:42	No public comments
<a href="#">Student Report</a>	3:42	<ul style="list-style-type: none"> <li>• Ethan - concerns over finals, consensus over having a final assignment over a final assessment (less stressful) being more flexible with the final assignment due date</li> <li>• Shayla - more slots for pick up distribution dates, later hours, more available slots</li> <li>• Kayla - concerns over returning to school</li> <li>• Ethan - some teachers not abiding by the no-assignments-over-break rule</li> <li>• Estassi - conversation with fellow teachers about lack of clarity about the policy,                             <ul style="list-style-type: none"> <li>○ District plan for students who want to stay at home if hybrid learning starts</li> </ul> </li> </ul>

		<ul style="list-style-type: none"> <li>• Smuin - mentioned hybrid model would be the worst method</li> <li>• Estassi - clarifying cumulative vs non cumulative final, to be discussed during Wednesday staff meeting</li> </ul>
Parent/Family Report	3:54	<ul style="list-style-type: none"> <li>• Lauri Floresca - many parents tuned into board meeting, changing views on return to school policy <ul style="list-style-type: none"> <li>◦ AEF fundraising - ended campaigned with \$276k (down from last year) original goal \$425k, planning potential second round of fundraising in the Spring</li> </ul> </li> </ul>
Staff Report	3:57	<ul style="list-style-type: none"> <li>• Cindy Henderson - concerns over underperforming students, focus on finals</li> <li>• Shane Smuin - excited over fun class prompt</li> <li>• Jayson Estassi - worried about mental health, how to create inclusive and fun learning environment, concerns over D/F grades</li> <li>• Valerie Arbizu - challenges of striving for equity and progress while not being able to meet in person <ul style="list-style-type: none"> <li>◦ Putting together site returning to school plan, referring county and district protocol</li> </ul> </li> </ul>
Items of Business: <ul style="list-style-type: none"> <li>• <a href="#">WASC Action Plan Goals</a></li> <li>• <a href="#">D/F Grades</a> and Approach @ AHS</li> <li>• <a href="#">Grading memo</a></li> </ul>	4:06	(5 minutes - plan 1 etc.) WASC Action Plan Goals <u>Action plan I</u> <ul style="list-style-type: none"> <li>• 5 minutes review, clarifying questions</li> <li>• Estassi - utilizing computers vs paper assignments <ul style="list-style-type: none"> <li>◦ Student opinions: Ethan - prefer paper assignments, Shayla and Kayla - classes balance out, prefer paper assignments</li> </ul> </li> <li>• Valerie Arbizu - Aragon has the ability to provide each student with a device, potential use of laptops?</li> <li>• Lauri Floresca - distribution of chrome books</li> <li>• Jayson Estassi - wifi bandwidth, must comply under district standards <ul style="list-style-type: none"> <li>◦ Valerie Arbizu - new wifi routers</li> </ul> </li> <li>• Jayson Estassi - concerns over hiring brand “new” teachers without much previous experience (high expectations for teachers and lacking support for new teachers) <ul style="list-style-type: none"> <li>◦ Valerie Arbizu - Aragon looking like a “teaching school” where young teachers can gain experience</li> <li>◦ Cindy Henderson - support from student teacher plan, able to form bonds with new and newer teachers</li> </ul> </li> <li>• Shane Smuin - 4 point grading scale <ul style="list-style-type: none"> <li>◦ Valerie Arbizu - reevaluating current grading system, conversation about grading and equity simultaneously</li> </ul> </li> </ul> <u>Action plan II</u> <ul style="list-style-type: none"> <li>• Valerie Arbizu - breaking down MTSS, Aragon transitions students between Tier 1&amp;3, more data based system, calibrating how the Tiers apply to student support</li> </ul> <u>Action plan III</u> <ul style="list-style-type: none"> <li>• Valerie Arbizu - identifying what steps or programs promote student success after high school and beyond <ul style="list-style-type: none"> <li>◦ Jayson Estassi - explicit process for asking for a letter of recommendation</li> <li>◦ Valerie Arbizu - counselors responsible for students all 4 years and siblings</li> <li>◦ Ethan &amp; Kayla - concerns over transparency of college admissions program, potentially having a more robust <i>checklist</i> or <i>assembly</i>, having an explicit method of asking for a letter of recommendation</li> </ul> </li> </ul>

		<ul style="list-style-type: none"> <li>○ Lauri Floresca - impacts on funding</li> </ul> <p><u>General Concerns</u></p> <ul style="list-style-type: none"> <li>● Valerie Arbizu - future meeting with classified staff</li> <li>● Ethan Lee - reopening plan and bus system <ul style="list-style-type: none"> <li>○ Valerie Arbizu - district in contact with Samtrans, currently not running, concerns about route and capacity, could lead to staggered start times</li> </ul> </li> </ul> <p><u>D/F Grades</u></p> <ul style="list-style-type: none"> <li>● Valerie Arbizu - break down MP2 Disaggregated Grade Data, trends based on race</li> <li>● Cindy Henderson - how data compares to normal school year? <ul style="list-style-type: none"> <li>○ Valerie Arbizu - to be discussed with staff in detail</li> </ul> </li> </ul>
Professional Development Requests	5:12	<p>[none]</p> <ul style="list-style-type: none"> <li>● Valerie Arbizu - Mr. Flores to bring Site Safety Plan in January</li> <li>● Ethan Lee - social media platforms</li> </ul>
Good of the order and/or future agenda items	5:15	Valerie Arbizu ajourns
Meeting Adjourned	5:15	The meeting was officially adjourned.
Next Scheduled Meeting:		Monday, January 25, 2021 Motions: Site Safety Plan, Completed WASC Plan

Chairperson Actions:	Popular Motions for SSC:	To Make a Motion
<p><b>Open the Meeting:</b> “This meeting will come to order”.</p> <p><b>Motions &amp; Votes:</b> clarify motions, open to debate, put to vote, and assist the secretary with documenting votes.</p> <p><b>Ending the Meeting:</b> Inform the group of any unfinished business to give the group a chance to complete it; important announcements; give notice of motions that will occur at the next meeting; adjourn the meeting... “Is there any further business? Then I hereby adjourn this meeting.”</p>	<p><b>Postpone indefinitely:</b> I move to postpone the motion indefinitely.</p> <p><b>Amend:</b> I move to amend the motion by...</p> <p><b>Commit or refer:</b> I move to commit/refer the matter to...</p> <p><b>Postpone definitely:</b> I move to postpone the motion to...</p> <p><b>Table:</b> I move to table...</p> <p><b>Un-table:</b> I move to un-table...</p> <p><b>Recess:</b> I move for a recess.</p> <p><b>Adjourn:</b> I move to adjourn.</p> <p><b>Vote:</b> I move to vote on...</p> <p><b>Nominate:</b> I move to nominate...</p>	<ol style="list-style-type: none"> <li>1. Member makes the motion, stating “I move to...”</li> <li>2. Chairperson asks for any seconds.</li> <li>3. Members may call out ‘second’. [No second? Motion falls.]</li> <li>4. Chairperson states the question of the motion (secretary takes note)</li> <li>5. Debate the motion (can amend the motion at this time).</li> <li>6. Chairperson puts motion to a vote</li> <li>7. Chair counts vote</li> <li>8. Chair announces the votes and enacts or defeats the motion (secretary takes note)</li> </ol>

**Information about School Site Council Composition and Responsibilities:**

**Composition of a Secondary School Site Council:** At the secondary level, the minimum number of SSC members at a secondary school is a total of ten (10) (e.g. 1 principal or his or her designee, 1 other school personnel, 3 classroom teachers, and 5 parent/community and pupils members).

**SSC Responsibilities:**

To provide input, monitor and evaluate the Single Plan for Student Achievement (SPSA). Allocate professional development funds according to school goals. Provide input/feedback for fundraising priorities.

**The California Education Code requires the school site councils to:**

1. Measure effectiveness of improvement strategies at the school.
2. Seek input from school advisory committees.
3. Reaffirm or revise school goals.
4. Revise improvement strategies and expenditures.
5. Recommend the approved Single Plan for Student Achievement (SPSA) to the governing board.
6. Monitor implementation of the SPSA.

**SAC members should have knowledge of, review and monitor:**

- Student achievement data including UC/CSU eligibility rates, CAASPP scores and results, CELDT scores, attendance and suspension rates, etc.
- Implementation of school improvement efforts
- District policies, State and federal requirements
- The core instructional program
- Discretionary and categorical funds

**Officers:** In order to conduct school business effectively, the school site council needs officers with stated responsibilities and authority including:

- A chairperson to organize, convene, and lead meetings of the school site council. Sign all letters and reports of the school site council. Work with the Principal to develop meeting agendas.
- A vice chairperson to serve in the absence of the chairperson
- A secretary to record actions taken at SSC meetings and keep council notes. Keep a register of names and email addresses of each member of the SSC
- A parliamentarian to resolve questions of procedure, often with the help of [Robert's Rules of Order](#) or similar guide [\[rules guide\]](#)