



School Site Council Meeting 2024/2025

Thursday, Jan 9, 2025

4:00pm - 5:00pm

Location: Zoom

[Zoom Link](#)

Chair: MK Lee
Vice Chair: Hillary Tran
Secretary: Chloe Tang

Principal:
Kelly Daugherty

Associate Principals: Lyra Hua, APED, Erica King, APTS
Joel Robison, APA

AGENDA ITEMS

Items	Facilitator	Time	Notes, Minutes
Useful Links for Reference	All	Re	Members: See Attached SPSA Plan: See Attached Executive Summary: See Attached Parent Compact: See Attached Comprehensive Safety Plan: See Attached (draft)
Slide Presentation	All	1 min	See Attached
Call to Order	President - MK Lee	1 min.	4:03pm
Attendance	MK Lee	3 min.	Type your name on this document for proof of attendance: Kelly Daugherty—Principal Mary-Kathryn Lee—Teacher Juanita - Counseling Tech Erica King - APTSS Rosario Manzano - Parent Ashley Estrada - Student Lyra Hua- APED Thomas Halonen-Teacher Joel Robison- APA Erik Coloma - Act Dir Hillary Tran - ASB President Chloe Tang - ASB Secretary Allison Clark - Ath student commission Anne Pham - 2026 Class VP

			Angela Kate San Juan - 2025 Class Pres Chelsea Gibson - Pub Student Commission Jackie Tran - EVT Co Head of Commission Jessica Van - 2027 Class Pres Kha Nguyen - 2028 Class Spirit Leader Mina Prasad - Stu Head of Commission Serene Vuong - Cr Student Commission Jennifer Tran - AVT Student Commission Kalpana Wanzakhade—Parent Imani Butler - Faculty
Approve Nov Minutes	MK Lee	2 min	Approve Nov Minutes
Approve Jan Agenda	MK Lee	2 min	
SPSA Process/Overview Executive Summary	K. Daughery	2 min	Each AP will share what has been happening in their area of responsibility as it relates to our SPSA goals Goals: Goal 1: College and Career Readiness - APED Goal 2: Graduation Rate - APED Goal 3: Achievement of English Learners -APTS Goal 4: Behavior Responses - APA Goal 5: Attendance and Chronic Absenteeism-APA
Goal 2: Graduation Rate	L. Hua	5 min	Senior Evaluations - Edgenuity All students 4 year plan
Goal 3: Achievement of English Learners Goal 4: Behavior Responses	E. King	5 min	Inclusive teaching Data
Safety Plan Goals	J. Robison	20 min	Areas of focus: A. Student Behavior Response (goal 4) B. Safety Policies C. Evacuation Procedures
ELAC/DLAC Update	Camacho	5 min	Agenda and Minutes from November Student Needs?
Student Update	ASB	5 min	Past and upcoming student activities
Next Meeting	MK Lee	1 min	Next Meeting Thursday, Jan 9, 2025 See Attached for additional meetings

Meeting Minutes
(Minutes approved on _____)

Call to order and Introductions - M.K Lee

CALL TO ORDER: 4:08pm

Kelly Daugherty (Principal), Juanita Berber-Acosta (Counseling Tech), Michael Anchondo (PCIS), Imani Butler (Teacher), Alberto Camacho (Teacher/ELAC Advisor), Elva Elena Rojas (VP of ELAC, Parent), Graciela Gutierrez (Parent), Mayra Munoz (Parent), Hillary Chan (VP of ASB), Cameron Do (Student), Jackie (ASB community relations, student), Chloe Tang, Bella, Dawn Cordobes (parent), Jemimah Okpon, Katia Tran, Terry Duong, Angel, Ethan Tran, Thomas Halonen (Teacher), Lyra Hua- APED, Samantha Cuevas (Parent), Joel Robison (APA), Erica King (APTSS), Noah Picazo, Lynda Truong, Wali Jaleel, Kalpana Wanzakhade (parent)

AGENDA:

OCTOBER [AGENDA LINK](#)

Introductions:

Approval of Minutes and Agenda

- Motion to approve October minutes passed
- November agenda approved

SPSA Overview:

- Key performance measures and goals set by LCAP and state

- Goals include:
 - College and Career Readiness
 - Graduation rates
 - Achievement for English learners
 - Behavior responses
 - Attendance and chronic absenteeism
- Admin team members presenting on different goal areas

School Initiatives

- Inclusion in the classroom
- SWIRL (Speaking, Writing, Reading, Listening) instructional focus
- East Side Promise: Automatic admission to San Jose State with 2.75 GPA, on-time application, and A-G courses

Goal 1: College and Career Readiness

Presented by Mrs. Hua, Principal of Educational Development

- Counseling department presentations:
 - 2 for lower classmen (9th, 10th, 11th)
 - 1 for 12th graders, with ongoing support for college applications
- Scheduling for 2025-2026 school year in progress
- Course catalog under review with new courses coming next fall
- Elective and course videos to be shared in spring
- Counselors have Canvas course with information for teachers
- Electives fair scheduled for January 22nd at X Squad
- Graduation survey for cap and gown loans
- Focus on SWIRL continues, with emphasis on vocabulary instruction

Goal 3: Achievement of English Language Learners

Presented by Erica King, Assistant Principal of Tiered Support

- 286 English language learners at the school
- LTEL coordinator (Miss Campos) working with at-risk students
- New district program “Elevation” coming soon for teacher support
- ELD classes focusing on key vocabulary
- Piloting ELD 3 curriculum (Vista Higher Learning)
- After-school tutoring available for English learners
- SWIRL instructional focus aligned with ELPAC test requirements

Goal 4: Behavior Response

Presented by Erica King

- Focus on inclusion and providing equal access to educational opportunities
- School-wide rallies to promote inclusive culture
- Collaborative rounds: 87% staff participation observing SWIRL in classrooms
- Student improvement/recognition luncheon tomorrow for 80 students
- Continued focus on “Creekway” (Creative, Respectful, Engaged, Equitable, Kind)
- Restorative reentry processes for students returning after behavior incidents

- Collaboration with City Peace Project for prosocial events
- Use of Panorama data to monitor school culture and climate

Data on At-Risk Students

- 1,530 students (68% of school population) identified in early warning system
- 72% of most at-risk students have less than 3 absences
- 97% of most at-risk students have no behavior incidents

Inclusion Specialist Role

- Aurora Hall, in her 2nd year as inclusion specialist
- Provides push-in support for students with disabilities
- Adapts materials to make them accessible
- Supports para-educators
- Leads professional development on inclusion strategies and behavior management
- Collaborates with teachers on differentiating instruction

Goal 5: Attendance

Presented by Mr. Robinson

- Saturday school program to recapture attendance/ADA funding
 - 89 students recovered ADA in 2 Saturday schools thus far
 - About 150 students total attending for various reasons
- Attendance Review Conferences (ARC) program to educate parents on SARB process and impact of absences
- Comparison of unexcused absences:
 - 1st marking period: 178 (2023-24) vs 223 (2022-23)
 - 3.1% decrease in truancy percentages year-to-date
- Definitions clarified:
 - Truancy: 3 or more full day unverified absences
 - Chronic absenteeism: Missing 10% or more of school year (excused or unexcused)
- Recognition lunch planned for students showing attendance improvement

Student Activities Update

Presented by Eric Coloma (new Activities Director) and student officers

- October events recap:
 - Spirit week (October 21-25)
 - Non-fire event (October 26)
- Halloween activities:
 - Costume contest (with Peace Project help)
 - Teacher flash mob and costume competition
- Non-fire lunch rally:
 - High student participation
 - Smooth execution
 - Improved cleanup
- Ticket sales for non-fire event: Over 850 tickets sold
- Upcoming events:
 - Powderpuff week (November 18-22)

- WinterFest (December 7)
 - Multicultural week (January 13-18)
- ELAC - Overview of Avenida De los Altares & Suggestions for the Future (Camacho)
 - Dia de los Muertos was great way to build community with students, admin, staff and families
 - Accessibility in regards to school events. To be presented to them in every language
 - Develop a space for them so that they rotate throughout the day to support

Next Meeting

- No meeting in December
- Next meeting scheduled for January 9, 2024

Meeting concluded at 4:58pm