

## School Site Leadership Team Minutes

2.8.2012

Arcadia High School

Conference Room 1, Administration Building

Chairperson: Terri Darr [tdarr@ausd.net](mailto:tdarr@ausd.net)

Timekeeper: Niroo Dev

**Members Present:** Terri Darr, Kathy Yamane, Catherine Merel, Craig Wiblemo, Jennifer Lashier, Joan Stevens, Michael Feraco-Eberle, Ray Mynster, Jon Kwok, Brian Zurla, Niroo Dev, Julianne Curry, Amy Wang, Tricia Xu, Jennifer Oku, Winnie Chin, John Davis, John Tung, David Vannasdall

**Minutes** from January meeting were distributed via email, corrections by Joan Stevens, posted by Jonathan Kwok.

**Meeting called to order:** 3:00p.m.

**Review of Agenda/Opening:** Joan Stevens

**WASC Action Plan Implementation Update:** by Julie Curry: Julianne Curry, Oliver Beckwith and Terri Darr met to discuss implementation tasks for Goal 1 of the WASC Action plan. They are trying to recruit other staff members to take leadership roles to help carry-out the tasks that need to be completed. An incoming new student will be interviewed to be part of their committee as well.

Julie Curry and Terri Darr met with John Finn to see if any documentation was made about an advisory curriculum. Initial inquiries were not able to identify any high performance high schools utilizing an "advisory or homeroom period".

John Davis, a parent, volunteered to work on the plan. Terri Darr will follow-up with John Davis about scheduling time to work on the task implementation items for the action plan.

**WASC Action Plan Goal/Task Implementation:** by David Vannasdall: The reality is that there are a lot of things that need to be accomplished in the WASC plan. At this point in time with limited resources, we need to focus on utilizing the resources that we do have. One of the areas is professional development. If we take a ground up approach and learn from each other by observing each other in the classroom we can share best practices. An appeal was made to the department chairs to encourage this kind of internal staff development opposed to having an outside consultant conduct training. Our staff has an incredible amount of experience and expertise in many areas that should be utilized to provide staff development. The administrative staff and substitutes can be utilized to cover classrooms to allow teachers to observe each other. John Panza, Department Chair for Social Sciences has been working with his department to implement this plan. He will provide an update at the next Department Chair meeting. Terri asked the teachers that are in SSLT to take a lead in encouraging this process.

Terri Darr will follow-up with the Department Chairs as well to see how things are going.

**Joan Stevens** restated the WASC Action Plans Goals as follows:

- Support students who enter AUSD after the fifth grade
- Address rate of D/F grades
- Promote Connected and well-balanced students

**Terri Darr** asked the counselors to comment on the WASC Action Plan. **Jennifer Oku** responded by saying that the counselors were originally hired under AB 1802 that had required them to meet with students that had D's & F's. Although those funds are no longer available, the counselors still meet with as many students as they can that are not having academic success. These students comprise at least 25% of their caseload.

**Principal Search Update:** SSLT will have an open discussion forum at the March 13th staff meeting to introduce the committees and get input from staff about the selection of our new principal.

**Bell Schedule:** by **Craig Wiblemo:** CAHSEE testing for 10th graders. On Tuesday, March 13 and Wednesday, March 14th, there will be the CAHSEE. We will have the same bell schedule as the previous years, with the reverse order of periods on Tuesday, (intent, as not to mess up the Athletic schedules) and 3 periods before LUNCH, since we do not want the students to miss 2 days of periods 1-4. So from 8-Noon, the 10th graders will be taking the CAHSEE. ADMINISTRATION is aware that it is "way too much time" for the 10th graders to take the tests, but this time limit is mandated by State Law. Draft of Bell Schedule with the Assistant Principals

**Update Student Integrity:** by **Joan Stevens:** Hosting luncheons to discuss academic integrity, attended by 4 teachers mostly venting their frustration with students cheating, changing their grades on the computer when they step out of the classroom. Possible Solutions? Honor Council, Spend last 2 years working on constructive projects (like in some colleges), and Cross Curricular Curriculum without grades? What do other schools do about curriculum integrity? Teachers have even heard of students paying other persons to write their papers, frustration with turnitin.com

Maybe the teachers should be putting Academic Integrity straight out in front of the students with their syllabuses IN WRITING from day 1.

Onus is on the teacher...this is a teachable moment in high school, we cannot have 2 year projects (we are not a college)

One of the problems according to Joan is that the teachers are too lenient when they catch students cheating.

**Joan will continue the discussions at lunch on Academic Integrity.**

**Powerschool:** by Ray Mynster: The crux of the matter is that many things promised to the teachers and items that sold PowerSchool to the staff are NOT Happening. The teachers have CONCERNS!

- Attendance Sheets-Staff would like Ability to use electronic signatures to verify attendance alleviating need to print out weekly attendance reports that consume an inordinate amount of paper. Another issue is why they can not change an absence when it is noted that the student was not absent. They have to email Terri and Mary, and the attendance office has certain codes.
- Seating Chart issue- Teachers would like to Regain ability to make seating charts
- Grade Book is NOT working Grade book function limited to working in categories, cannot “drop” score if using points (the lite techs and Ray use Categories to drop grades, but, the individual teacher needs help to do this) Special Ed (Julie Curry) would like their program back.
- Test history is required

Teachers should be forwarding their concerns to [powerschool@ausd.net](mailto:powerschool@ausd.net) at this moment in time; Ray Mynster is just forwarding the issues to the LITES, and Brent, or fixing it himself.

Terri Darr will get the answer to the first bullet point, and Ray Mynster will get the answers to the second bullet point and get back to SSLT.

Terri Darr summarized discussion topics and consensus items and adjourned meeting at 3:55p.m.

Respectfully Submitted,

Kathy Yamane

Secretary

Approval by Consensus and Correction: February 15, 2012

Next meeting: February 22, 2012, Room C-1, 3:00p.m. (Mandatory for all SSLT members)