

**West Contra Costa Unified School District  
Hercules High School  
1900 Refugio Valley Road, Hercules, CA 94547  
Phone (510) 231-1429 Fax (510) 231-1089**

<b>Bruce Harter Ph.D., Superintendent</b>	<b>Paul Mansingh, Principal</b>
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# **School Site Council Meeting**

**October 21, 2014**

**Hercules High School**  
**1900 Refugio Valley Road, Hercules, CA 94547**  
**Phone (510) 231-1429 Fax (510) 231-1089**

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**School Site Council**  
**October 21, 2014**  
**4:00 pm to 5:30 pm**

**AGENDA**

Board Members			
1. Paul Mansingh, Principal	x	7. Lenson Wong, parent	x
2. Catherine Floresca, other	x	8. Jennifer Vance, parent	x
3. Linda Coleman, teacher	x	9. Madeline Yuen, parent	x
4. Maricris Cruzat, teacher		10. Kirsten Rose Kho, student	
5. Baener Lucas, teacher	x	11. Marc Pugged, student	
6. Joanne Whitlock, teacher			

**1. Call to order /Welcome**

**2. Roll call**

**3. Approval of Agenda**

**4. Review of last minutes**

**5. Reports**

- a. Principal's report
- b. Student's report

**6. Agenda Items (old business)**

- a. SPSA
- b. WASC progress

**7. Agenda Items (new business)**

- a. Approve Budget
- b. Parental involvement (update)

**8. Next agenda: discussion and action items for next meeting**

- a. Departmental reports

**9. Adjournment**

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**SSC Meeting Minutes**  
**October 21, 2014**

Board Members			
1. Paul Mansingh, Principal	x	7. Lenson Wong, parent	x
2. Catherine Floresca, other	x	8. Jennifer Vance, parent	x
3. Linda Coleman, teacher	x	9. Madeline Yuen, parent	x
4. Maricris Cruzat, teacher		10. Kirsten Rose Kho, student	
5. Baener Lucas, teacher	x	11. Marc Pugada, student	
6. Joanne Whitlock, teacher			

**1. Meeting was called to Order at** 4:25 pm

**2. Roll Call**

**3. Approval of Agenda**

**4. Review of Minutes** (Date): September 16, 2014 Approved as amended x

**5. Reports**

**a) Principal's report:**

PowerSchool/Illuminate: School is in its 10<sup>th</sup> week and going well. Teachers attended PD on 10/13, wherein teachers attended an all-day session with a focus on PowerSchool for communication with parents and update grades, as well as utilizing PowerSchool to do different types of school functions. With PowerSchool, teachers were introduced to *Illuminate*, a data information system that reads and interprets student academic data that also downloads school-wide data. This system provides access to data for English and Math benchmarks and does not require scanning individual benchmark sheets, as was done previously, whereby the individual scanning would block the scanner and not allow access to that data. The system is by camera with a feature that is configured to communicate with PowerSchool, in addition to having the ability to pull CDE statistics. The second *Illuminate* meeting is scheduled for November 3, and the system will be used district-wide.

Student Senate: Meets second period next Tuesday and is a voice from every second period class that meets with the Principal and ASB Council to review school functions and will follow up on the mission and vision of the school and the WASC process. This is the student group of the WASC process.

Academic Night/Enrichment/Intervention: November 13 has been set aside as the Academic Night to recognize any student above a GPA of 3.0 for student achievement covering the first grading period by

inviting parents to the event. Inside the event will include a 20-minute informational for parents on WASC, a 10-15 minute report on school climate, and acknowledge the school's high achievers. An application was submitted today for the National Honors Society (NHS) which is a charter group for high achieving students. The students have the option of going into that with opportunities for scholarships, excelling, and enriching by maintaining a GPA of 3.0 and above. We are also trying to liven our CA Scholarship Federation (CSF) functions. In taking care of the college career readiness aspect, while boosting the higher levels by recognizing our students of 3.0 and above and creating the NHS and livening the CSF which will give students opportunities to earn scholarships to the universities and colleges to which they qualify, we are doing the academic intervention program for the students receiving D's and F's. Three classes have started – Biology (2), Algebra (1). A CAHSEE math support class will begin 10/23 or 10/24 for juniors and seniors who will be taking the CAHSEE. In addition, there is an EL tutorial which is a broad spectrum of assistance of English learners with Ms. Lucas as the head to utilize the tutorial on math, science, English, as well as with organization, follow-up, and communication with the students. Intervention classes meet: EL tutorial @ 3-4 times/week; Biology and Algebra @ 4 times/week; CAHSEE support, as-needed. The goal is to increase the success rates of the students school-wide and to increase the percentage of students earning a 2.0 or above.

Each intervention class will provide specific content support with the goal of all students in each intervention class to receive a C grade or better by the end of the first semester in the subject in which they are receiving support. Classes for the Academic Intervention Program started last week, first grading period ends 10/27, grades to be mailed 10/29.

Technology Pathway: With three on-site staff who has computer science experience -- computer programs, multi-media web design, and computer applications -- we are looking into partnering with the ROP to obtain county support for the CTE opportunities and ROP support in classes that can potentially have 60-90 students in a technology pathway, whereby the funding would be supplied by the county, if CTE works with the teachers for certification and our Master Schedule can accommodate one of the sections.

*Hand-out: Academic Intervention Program*

## **b) Student's report:**

Overall, this semester has been good. Students are learning and feeling engaged by teachers and coaches. The school climate is under control. Homecoming was enjoyable; however, the parade seemed abbreviated. Students have adequate time to purchase and eat their lunch during the consolidated lunch period on minimum days. The dress code is not a concern if students wear what they are expected to wear in school.

## **6. Agenda Items (old business)**

### **a) SPSA**

<p><b>Discussion:</b> The SPSA was shared with the ILT teams, and the department chairs will share with their departments to analyze and return with feedback to be entered and revisited. In March, April and May, the new SPSA process will start again so it is complete by the last time the SSC meets and</p>
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there is a budget moving into the new school year that is being implemented from day one. This SPSA will be fully implemented by February 2015, and the next SPSA for the following school year will begin so it can be approved by June to be implemented by August 2015 to avoid being without a budget plan. So that monies are adequately being accounted for, the SPSA is an evolving document in which the information will continue to be shared and monitored.

Each department will be aligned with a SMART goal, which is a defined measurable objective. With Common Core, the shift is from grade level proficiency to college readiness. Metrics: SBAC will be for math and English. There is uncertainty with Science and History. CAHSEE does proficiency in English and in math. CAHSEE breaks down by demographics and gender. PSAT to some extent is for college readiness. EAP, SAT, AP readiness, including climate data are measurable.

**Public Comment:** There was no public comment.

**Vote:**

**YES:**

**NO:**

**ABSTAINED:**

**N/A: X**

b) WASC progress

**Discussion:**

The leadership team of 10 teachers has continued to do the WASC collaboration and progressed on developing a vision, refining the mission, visiting the ESLRs and will revisit in the next couple of weeks, and started working on strengths and growth per department by looking at departmental, student, academic, school-wide data and interpreting what that means for each department's progress. Significant changes that have been added to section 2 includes communication and collaboration within the school, starting with the management team which is the office and every staff member who heads activities, the ILT, Wednesday collaboration meetings, faculty meetings.

Next steps in WASC: review ESLRs re split between keeping RESPECT, an acronym which stands for student outcome according to the initials of each letter to see if that fits our new mission and vision.

Submittal timeline: Sections 1, 2, and 3 to be presented by Veteran's Day. Soft deadline is January 2015.

**Public Comment:** There was no public comment.

**Vote:**

**YES:**

**NO:**

**ABSTAINED:**

**N/A: X**

## 7. Agenda Item (new business)

### (a) Approve budget

**Discussion:** Approve 2014-2015 budget.

Total budget amount is \$49,581 under the LCFF formula. The focused area of the LCFF is on three main categories. The background on the LCFF is different than what used to be basic aid based upon property tax, wherein there was a disparity between the higher income socio-economic areas vs. the lower income demographic, so funding from property tax differed from government funding. LCFF equalizes the playing field. In a district with foster youth, English learners, and lower socio-economic populations, there is an additional 20% incremental boost by the population from the three categories, in addition to the basic level of funding. This district will receive the base from the State, as well as multiple folds of incremental over the next 10-15 years based on the continued demographics of the district.

**Budget coverage:**

- »ELA (Academic Intervention Program in English skills and CAHSEE English)
- »ELD (Academic Intervention Program – EL tutorial period after school; grad tutor; translation services)
- »Mathematics (Academic Intervention Program in Algebra I or II and CAHSEE Math)
- »Science (Academic Intervention Program Tutorial in Biology)
- »School Climate (Cognitive Behavior classes/workshops after school)
- »Student Recognition and events
- »Professional Development (Collaborative participation; Boomerang Project Conference; CABA 2015 – Bilingual Education Conference)
- »Materials and supplies for professional development
- »Materials and supplies for students (intervention, enrichment, MESA)

*Hand-outs: WCCUSD Program Budget, Fiscal Year 2014-2015; Boomerang Project (Link Crew)*

**Public Comment:**

None.

**Vote:**

Motion to approve budget, authorizing the Principal flexibility to adjust funds for Materials and Supplies for Students in order to balance the budget as necessary and appropriate.

**YES:**

9

**NO:**

0

**ABSTAINED:**

0

**N/A:**

b) Parental involvement (update)

**Discussion:** During Back-to-School Night, parents interested in becoming more involved completed sign-in sheets. Survey questions have been prepared to be shared on-line with parents to query areas of interest in involvement and available opportunities, their availability, concerns, as well as overall service received from the high school. In addition, there will be a Connect-Ed call to acknowledge parents who signed in. For parents who do not respond to the on-line survey, there will be another opportunity to share the survey during Academic Night on November 13 to obtain feedback. In addition, parents had the opportunity to register for PowerSchool during Back-to-School Night, and also encouraged to complete the technology survey, in which the latter participation was statistically significant, meaning that there was an adequate number of parent participants without need to recruit.

**Public Comment:** There was no public comment.

**Vote:** N/A

**8. Next Agenda** (discussion and action items for next meeting)

- a) Departmental reports

**9. Meeting adjourned @ 6:15 p.m.**

10. Principal Signature \_\_\_\_\_

Date\_\_\_\_\_

**School Site Council (SSC)**  
**October 21, 2014**  
**4:00-5:30 pm**

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