

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

Bruce Harter Ph.D., Superintendent Paul Mansingh, Principal

School Site Council Meeting

December 16, 2014

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

School Site Council

December 16, 2014
4:30 pm to 6:00 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	x
5. Baener Lucas, teacher	x	11. Marc Pugeda, student	x
6. Joanne Whitlock, teacher	x	12. Thomas Wright, student	

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. School Climate
- b. Department reports: (1) Math; (2) Social Science; (3) Science
- c. Technology Survey Results
- d. Parent Involvement Survey Update

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

9. Adjournment

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SSC Meeting Minutes
December 16, 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	x
5. Baener Lucas, teacher	x	11. Marc Pugeda, student	x
6. Joanne Whitlock, teacher	x	12. Thomas Wright, student	

1. Meeting was called to Order at 4:30 pm

2. Roll Call

3. Approval of Agenda

4. Review of Minutes (Date): November 25, 2014 Approved x Amended _____

5. Reports

a) Principal's report:

While we are winding down for the holidays, the focus is still on academics because the semester ends on January 16, and the messages sent home is for parents and students to get a measure on their grades and a plan to improve grades if they are low or the incentive to sustain their grades if they are high. The message that is being communicated is to get in touch with teachers, get in touch with PowerSchool, communicate concerns, and try to get a C grade or better in all classes. This includes the message of earning your grade and your academic pay in terms of coming to school that is similar to coming to work to get an outcome –your outcome is your academic paycheck, your academic paycheck is your progress report. Part of the questions asked is “*What was your academic paycheck in terms of your progress report that you received?*”

Activities: Rising Scholars was scheduled for December 11 and rescheduled to January as a result of school closures (rainstorm). In response to intervention, we are building a Coordination of Services Team (“COST”), which is a team of adults consisting of counselors, Assistant Principals, campus safety resource officers, and Health Center staff. Meetings are held to discuss and coordinate resources in support of our students who are in need of specific services and programs available within the county. The Homework Center is in the cafeteria. Academic intervention classes are also available in

the morning for Algebra 1 and Biology. In the afternoon, there is tutoring in Biology and math. A Homework Center will also be available in the Library with peer tutors who will earn community service hours by providing tutorial support to their peers. The CAHSEE math classes will be provided by Ms. Cruzat and Ms. Palis. In addition, there were 36 students involved in the No Place for Hate Campaign. The Anti-Defamation League trained the students that were recommended to the program by learning how to present activities around anti-bullying stereotypes and anti-bias. Different plans have been created to implement in different groups –eg, the football team has something to start in the third quarter; leadership students have plans throughout the next semester. These students are prepared and ready to begin their presentations in different classrooms. Additional activities include:

- 12/15 Winter Concert
- 12/17 MASS Science Night
- 1/15 Rising Scholars
- 1/22 Cash for College

40 applications of 165 families have been signed by parents who are interested in having their students attend the academic intervention classes. Academic intervention for the 9th grade in Algebra, English, and Biology is more structured in direct instruction, the CAHSEE support is for the 10th grade, and the Homework Center will include 10-15 students in the library after the New Year. There will also be a parent night “*Pathway to Academic Success*” that will include a workshop on how to build that pathway and move through academic success. Efforts to connect with families included a successful home visit by AP Newson. Possibilities include parent community nights, book clubs, coordinating meeting venues off-site (eg, Hercules library, Starbucks).

b) Student’s report:

With the holidays, Spirit Week is coming to a close. The Winterfest (rally) is on Friday that will be 45 minutes. Roughly half of the students who signed up for the Blood Drive were unable to participate, some due to age (minimum age of 16 years), and more resulting from a failure to turn in permission slips. A fainting also occurred during the Blood Drive. The week of holiday activities included a Wish-in-a-Box activity that occurred during lunch period on Monday whereby Leadership would grant reasonable wishes to students and faculty who participated. Other holiday activities included a sweater collection during 7th period today (Tuesday), and the class with the largest collection would receive a pizza party; distribution of free hot chocolate (Wednesday); free candy cane day (Thursday); karaoke on Friday. A new way of sharing information is now in the bathrooms, called “*Potty Press*” where news and upcoming events will be posted.

6. Agenda Items (old business)

a) SPSA

Discussion: The SPSA was approved at the last meeting and submitted to the district for approval that will release the funds for the school. Next year, the plan is to work through this process by April/May and finalize our SPSA for 2015-16 by May and begin the plan by August to avert delays in funding. The current plan is in committee and there are no other major modifications needed to be made by the school.

Public Comment: There was no public comment.			
Vote:			
YES:	NO:	ABSTAINED:	N/A: X

b) WASC progress

Discussion: Parents have been invited on Wednesday's to attend the WASC focus group meetings. There has not been exactly the percentage of parents and students, and teachers in the meetings; however, once the meetings are opened up in January to having regular parent nights/meetings, and specific interests of parents through our parent survey are identified, we will be better able to target specific nights for the meetings for specific activities. The WASC Leadership Team (that has been the WASC Advisory Council from the beginning as a filter to the WASC collaborations) met today to plan tomorrow's meeting with the staff to work on activities with exit tickets (outcomes) that will result in a report. <i>Eg</i> , the community profile section covers perception data which was the CA Healthy Kids Survey, academic, state, and college readiness data, EAP, SAT, and D's and F's. More data will be included when identified. From that data, goals are created and target growths. We are currently in the process of creating the target growth which is rooted in the community profile, so everything in which we make a decision is based on the community profile. If it is not based on community profile, we do not make a decision, because it is not evidence based, research driven, data driven decision making. Three collaboration meetings remain before the end of the first semester which is our soft deadline for our rough draft.			
Public Comment: There was no public comment.			
Vote:			
YES:	NO:	ABSTAINED:	N/A: X

7. Agenda Item (new business)

(a) School Climate

Discussion: Another layer of support began with our COST (Coordination of Services Team) meetings, and we also completed the No Place for Hate training that will be rolled out in February. The third round of time management classes have been administered and will be monthly. The behavior modification class on workplace skills will focus on appropriate dress, language, and appropriate use of technology. The Link-Crew program will begin, and teachers will be trained in March to run the Link-Crew, with students trained over the summer.

Public Comment: There was no public comment.			
Vote:			
YES:	NO:	ABSTAINED:	N/A: X

b) Department reports:

(1) Math (table)

(2) Science

Discussion: The Science Dept. has a science coach for Biology. The D's and F's total 318. Three meetings have taken place concerning instructional strategies, formative assessments, curriculum, and tutorials to discuss what works and what does not. Part of the grades are due to the transition from standards-based -- in covering 17 sections of having students ready for standardized tests -- to common core which is not 17 chapters but the measure of depth of knowledge and understanding, comprehension, analysis, synthesis, and evaluation of the subject. *Eg*, through instructional strategies and test preparation, if 60% of the students fail in a unit test, they do not move forward until mastery learning is at 80% of student success. Teachers have been encouraged to conduct a self-survey.

Public Comment: There was no public comment.

Vote: N/A

(3) Social Science

Discussion: Students are writing for evidence and primary sources using "Soapstone" which is generally used in AP classes and plan to use across all classes. In discussion are teachers visiting classes other than social science classes (eg, art, PE, math, etc.) for ideas. Dept. has also been in contact with Educational Services for professional development over writing with evidence and different strategies. In addition, dept. is also looking at writing common rubrics in reading students' papers together so that it is standardized in all grades levels in all classes, as well as close reading (interpretation, comprehension of academic text, together with primary sources).

Public Comment: There was no public comment.

Vote: N/A

c. Technology Survey Results (table)

d. Parent Involvement Survey Update

Discussion: We have email addresses provided by parents at the Back-to-School Night event (approximately 125), and the sign-in data from the academic social, as well as responses received through the on-line Parent Involvement Survey. With monthly parent meetings, we will be better able to identify specifically the interests of the parents. The results of the on-line survey will be available at our next meeting.

Public Comment: There was no public comment.

Vote: N/A

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

- a) WASC progress
- b) Department reports (1) Math; (2) Science
- c) Climate
- d) Technology Survey Results
- e) Parent Involvement Survey Update

9. Meeting adjourned @ 5.40 p.m.

10. Principal Signature _____

Date_____