

Portola High School School Site Council

Meeting
September 20, 2023
4:00-5:30 pm

Minutes

- I. Introductions
 - a. Membership:
Parents: Caryn Cherry (Year 1), Nancy Wang (Year 2), Christina Pa (Year 2)
Teachers: Jon Resendez (Year 1), Ryan Itchon (Year 2), Samantha Gardner (Year 1)
Other Personnel: John Pehrson, Jen Ochsner, Amanda Cramer
Student Representatives: Michael Shen, Skyller Liu, Gabe Mutsvangwa, Nami Motwani (alternate)
- II. [Roles and Responsibilities](#) of the Site Council
 - a. Please take some time to look these slides over. We will just highlight this information and address any questions for clarification.
- III. [Bylaws](#)
 - a. Please take a look at these prior to the meeting. We will take questions for clarification
- IV. Elect Officers – Chair (Michael Shen), Vice Chair (Skyller Liu), Recording Secretary (Samantha Gardner)
- V. [Site Council Informational Presentation](#)
 - a. Available through the IUSD website if you like.
- VI. School Safety Plan Approval
 - a. [PHS School Safety Plan](#). The main updates for this year are:
 - i. Part 1: Signature Page
 - ii. Part 3: [Incident Command Chart](#)
 1. Changes annually with new hires and changes in staffing.
 - iii. Part 11: Student Discipline - [Crime Statistics](#)
 1. Discussed suspendable offenses. Discussed growing school size and how/when our School Resource Officer and IPD get involved.
 - iv. Jen Ochsner motioned to approve school safety plan. Motion passed.
- VII. [WASC](#) - Year 4
 - a. WASC Promo Student Group
 - i. Progress report was submitted last year and approved.
 - ii. Discussed WASC process.
 - iii. WASC Chair is Shelley Goddett.
 - iv. WASC Visit in Spring of 2026.
 - v. Will be soliciting students and parents in August 2024 for the self study.
 - vi. Discussed how we will increase awareness of WASC for the student body, considering student committee group to brainstorm possible effective ways to

market learner outcomes/mission/vision/etc. Selectivity is valued by students.
Consider pulling students from a variety of PHS Subgroups.

VIII. Student Data Review- [School Profile](#)

- a. School Profile added verbiage on how a portion of Prop 28 Funding was spent.
- b. Discussed the role of the School Profile and how it provides context to student transcripts.
- c. SAT and ACT participation has decreased with the change in requirements for universities.
- d. Seeing a rise in students elected a 2 yr university and transferring to a 4 yr.
- e. Community service is not required for graduation, students receive a notation on their transcript if they complete 25 hours or more.
- f. Discussed pressure that students feel about AP courses and college admissions.

IX. Calendar for Year

Meetings planned: 12/6, 3/20, 5/8

X. Other topics to be covered at future meetings:

- a. LCAP Process (Timeline) LCAP Overview
- b. SSPSA process and approval
- c. Survey Information
- d. Summer programs
and more....

Discussed projections for school growth.

Adjourned at 5:01pm.