

# Portola High School

## School Site Council

Meeting  
December 3, 2025  
4:01-5:12 pm

In attendance: Jen Ochsner, John Pehrson, Omar Martinez, Marley Willis, Nami Motwani, Jon Resendez, Amanda Cramer, Christine Pa, Kennth Liao, Shari Markowitz

### Minutes

- I. Proposed Bylaws Changes - John and Amanda
  - Amended the school's bylaws
    - Altered wording, formatting, labels
  - Motion to accept alteration suggestions:
    - First: John
    - Second: Jon Resendez
    - Unanimously approved
  - Amanda Cramer to replace old bylaws on website
- II. Principal's Youth Advisory Committee Focus - John
  - a. Food Service
    - Worked on improved ways to market food served in cafeteria
  - b. Campus Safety - Parking lot, traffic, ebikes
    - Will be topic of next week's meeting with student input
  - c. Mental Health
- III. New Construction and Enrollment Projection Update - John
  - Expected to open at semester change
    - Potential delay due to rain
  - Expected to increase to about 2950 students next year
  - PHS will be locked
    - Students can't request to move to PHS
- IV. Student Data- Jen
  - a. Tardy Data
    - Q1: Decrease in tardies this year from last year
    - Progressive discipline leads less students to earn more serious punishments
  - b. Mandatorial and Office Hours- Q1 Progress Report Mandatorial Data
    - Students with D/F decreased from last year
      - Seniors did not improve, they tend to focus more on future plans
- V. WASC Update- Jen
  - a. Report Progress
    - Closing in on having the report submitted. Hoping to submit in the next week or so. Working with staff and parents and students for feedback. Spent time with what things meant and what could come out of them.
  - b. Goals/Action Plan

- Each department talked about the action plan / gave feedback. Sometimes the visiting committee may have comments about the plan

c. Remaining Work

Wrap-up the report and get ready for the visit. Familiarize the visiting chair. Make sure staff and students are prepared. Info will be shared through advisement.

VI. New Courses Process/Proposals - Jen

- a. Asian American Studies (semester course)- CP and Honors Elective.
- b. AP African American Studies  
Elective. Been around 3 years in the district. Have a good number of social studies electives.
- c. Sheltered US History (replacing Intro to History)  
For newcomers. Specifically for English skills are still very much developing. will allow transfer students to get US History credits. This class will also provide an opportunity for cultural awareness.
- d. Professional Internship Stage Tech Theater (replacing Advanced Tech Theater)  
Career Technical Education (CTE) encouraged PHS to do this. This will be a true capstone course.
- e. Music Theory (college prep)  
For learners with less of a background of music, who don't want an AP class.
- f. PE Team Sports (combining Field Sports and Court Sports)  
This already exists in the district. PE teachers wanted to combine.
- g. Honors Spanish 5; Advanced Spanish for Patient Care (alternative option for Spanish 3)  
Have offered both of these classes before. Advanced Spanish is not necessarily a pathway to AP.
- h. Name Changes - English 1 and English 2  
Just course name changes to use all same naming conventions for all 4 years  
Can Calculus CP be a class? Jen Ochsner, if there are enough learners to run a class, maybe. Amanda - if not, maybe support options be strengthened?

VII. Semester Break potential move feedback - John

All high schools may be making a hard change right before winter break. Start school a few days earlier, get out at the end of the year earlier. John is wondering pros and cons to starting earlier. He will be submitting this to a review committee at the district office to look into it further.

Jon Resendez - Regarding AP classes, shifting it earlier would align well with the AP exams and preparation process - Con could be a short summer.

Amanda Cramer - Pro would be aligned with some other schools.

Jen Ochsner - Can help transfer students who come in the beginning of January engage in classes sooner.

Omar Martinez - A pro would be that it could help provide a reassessment period. Cons could be growing pains.

Marley Willis - a pro of ending earlier would be to help let winter break be more relaxing.

VIII. Calendar for Year

Meetings planned: 3/4, 5/20

IX. Other topics to be covered at future meetings: [Info will be provided ahead of time for review.](#)

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