

Portola High School School Site Council

Meeting
September 29, 2021
4:00-5:30 pm
Zoom

Minutes

Meeting began at 4:01.

- I. Introductions
 - a. Membership: Parents: Rashmi Kini, Caryn Cherry, Nancy Wang, Teachers: Jon Resendez, Melissa Misenheimer, Amanda D'Avila. Admin/Office: John Pehrson, Jen Ochsner, Amanda Cramer; Student Representatives: Grace Bashawaty, Acelyn Nguyen, Michael Shen, Mahat Chandra (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
 - i. Amanda Cramer asked for two revisions: 1. make pronouns gender-neutral (motion to approve by Jon Resendez) and 2. revise language of meeting facility (page 4) to “physical or virtual facility” (motion to approve by Rashmi)
 - ii. Motion made to approve both changes. Motion approved.

- IV. Elect Officers – Chair, Vice Chair, Recording Secretary
 - a. All volunteered to serve in the following positions. Motion to approve by Jen. All approved.
 - i. Chair = Melissa Misenheimer
 - ii. Vice Chair = Grace Bashawaty
 - iii. Secretary = Amanda D'Avila

- V. [Site Council Informational Presentation](#)
 - a. Available through the IUSD website if you like.

- VI. SPSA (Single School Plan for Student Achievement) adoption
 - a. [2020-21 Annual Review of the SSPSA](#)

John Pehrson reviewed what SSPSA is and what our school goals were last year:

 - i. SSPSA = Create a goal that answers: What are we doing to support our kids in the academic program? What indicators can we use to measure the outcomes and successes of our goals?
 - ii. Goal 1: Establish schoolwide systems and strategies whereby all students have the support they need to belong, contribute, and thrive.
 - iii. Goal 2: Examine and implement new and evolving educational practices that support student academic growth (Ex: What are we doing specifically in every department that's pushing the envelope in developing current educational practices?)

- b. [This is the DRAFT SSPSA for 2021-22](#). Please take a look at this as well. Specifically the Goals section 3 pp. 6-17
 - i. Discussion of positive feedback from teachers and students about AP summer camp and freshmen “Fresh Start” transition camp.
 - ii. Amanda Cramer - proposal to include best practices (such as retake and reassessment opportunities) in school literature available to stakeholders
 - iii. Request a motion to approve the plan
 - 1. Caryn Cherry moves to accept the school plan. Rashmi Kini seconds. All in favor. Motion approved.

- VII. School Safety Plan Approval
 - a. [2020-21 Plan](#). This year's plan will be the same except for the parts below. The only updates for this year are:
 - i. Part 1: Signature Page
 - ii. Part 3: [Incident Command Chart](#)
 - iii. Part 11: [Student Discipline - Crime Statistics](#)
 - b. Motion to approve the school safety plan by Jen Ochsner. Motion approved.

- VIII. New [Continuous Improvement Effort \(CIE\)](#) focus per IUSD document
 - a. A district goal might be in place for 3-5 years to allow time for that goal to be properly implemented at the district, site, and individual classroom level. It takes time to reflect on best practices utilized by different sites to meet the district goal.
 - b. Discussion of how the district goal (focus on social justice) connects to site and classroom teacher goals. What standards are used to help teachers and school sites meet the district goal? Utilization of social justice standards, PLC collaboration, CCC collaboration.

- IX. Calendar for Year
 - Meetings planned 12/1, 3/16, 5/18

- X. Other topics to be covered at future meetings:
 - a. LCAP Process (Timeline) LCAP Overview
 - b. Executive Summary of Climate Survey
 - c. Senior Passion Project - update

Meeting adjourned at 5:01.