

**School Site Council Meeting
West Campus High School
December 10, 2020
Minutes**

Attendees

Melanie Bean, Debra Durazo, Alison French-Tubo, Sophia Kwong Kim, John McMeekin, Valerie Mullan, Anais Perez, Galileo Perez, Alicia Jaime-Razo, Catherine Warmerdam

Public Input

None

Approval of November 19, 2020 Minutes

Approved. Mr. McMeekin shared that there are now links to the minutes on the school website.

Local Control Funding Formula (LCFF) Forms

Mr. McMeekin reported an increase in submission of LCFF forms by West Campus parents, but there were still 50% of families who had not turned them in. Phone calls will be made to those families. The LCFF forms are important for determining state funding to the district/school.

Mid Cycle Review

Mid-cycle review of the School Plan for Student Achievement (SPSA) must be completed by December 18, 2020.

Goal 1: By June 2021, all grade levels will show a 2% increase in on-track A-G status.

- Due to school closure, change intervention strategy from an in-person class to staff outreach to identified students.
- Usually between 15-30 students with cumulative GPA below 2.5 on existing transcript. Mostly sophomores and juniors.

Goal 2: By June 2021, increase the percentage of students who respond positively on Self-Awareness measures on the Student Climate Survey.

- Things that have been done:
 - A student survey conducted by the Student Engagement Committee asked students about their emotional well-being.
 - Weekly newsletter includes a social emotional learning (SEL) section with resources for students.
- New suggestions:
 - Reach out to SEL training specialists for suggestions.
 - Conduct a follow-up survey to see what would be helpful for students.
 - Organize a zoom vent session.

Goal 3: By 2021, increase college and career readiness rate on the California Dashboard from 90.7% to 93%.

- Strategy 1: Mr. McMeekin expressed frustration in the hiring process. Currently using subs for art class. Having a hard time getting this position posted. Would also like to hire another science teacher to lower class size, but challenge is getting the position posted.
- Strategy 2: Some teachers have used time outside the contract day working toward developing common curriculum.
- Strategy 4: Expand use of funds to allow teachers to reach out to struggling students.

Goal 4: Support authentic parent and community engagement by providing varied opportunities for involvement.

- West Campus leadership has established several parent-involved committees.
- Use funds to support parent night event.

English Learner Update

Ms. Jaime-Razo reported the following:

- At the December 9, 2020 District English Learner Advisory Committee meeting, information was provided on the Uniform Complaint procedure. Complaints may be filed for a number of reasons, including racism, students provided with instructional materials that are not aligned, poor condition of textbooks, teacher vacancy or misassignments, teacher with lack of credential to teach English learners, poor condition of facilities, health and safety issues.
 - Complaints must be initiated within six months
 - Mediation
 - Investigation
 - Response within 60 days of receiving complaint
 - Written response in English and language of complainant
- Federal Title 3 money can be used for materials, teacher training, program for high school newcomer pathway, and support for long-term English learners.
- Schools must have an English learner advisory committee if there are more than 21 English learners. Ms. Jaime-Razo attends school site council meetings since West Campus does not have one.
- Ms. Jaime-Razo attended an English Language Proficiency Assessments for California (ELPAC) training, although the regularly scheduled time is not convenient for secondary school teachers. It was announced that ELPAC proctors cannot have accents. If that is the requirement, the school would need to look for another teacher, but it has to be someone who is bilingual.

Submitted by: Sophia Kwong Kim