

MINUTES NOVEMBER 12, 2013  
NORTHGATE HIGH SCHOOL  
SCHOOL SITE COUNCIL

**AMENDED 12/17/13**

**I. WELCOME – INTRODUCTION OF MEMBERS**

The Site Council meeting was called to order at 3:16 p.m. The following members were present:

Ruth Carver	Julieta Zuluaga
Rula Kassicieh	Shirley McClelland
Kimia Zahedi	Margaret Vercammen
Lisa Liu	Teresa Bloom
John McMorris	Dan Reynolds
Robin Spring	Ben Campopiano
Peggy Ucciferri	Lynda Hayes

**II. APPROVAL OF MINUTES**

The May 7, 2013 Site Council minutes were reviewed. A motion was made to accept May 7th, Site Council Minutes. The motion was made and seconded.

**III. NGHS ATTENDANCE IMPROVEMENT PLAN**

Lynda Hayes states that it has been requested by the district office that the Attendance Improvement Plan of 2012-13 be brought to the Site Council board so that the strategies may be reviewed. Questions were raised regarding the protocol on early release. Lynda Hayes explained that she has been working closely with the whole athletic department on many things such as discipline, attendance, and grades. The Athletic Director is given daily athletic reports and then gives the information to the coaches so that the coaches can help shape new behavior from students.

Lynda Hayes explained some new strategies have been added to help with attendance interventions. The plan will be put to paper as soon as the district advises her to do so. Some attendance accounting changes have been put to paper because some of the interventions are with students with excessive absences and now require medical verifications. Attendance letters are now being done twice a month instead of once a month because the volume of absences tripled from last year. In October 2012 the level one students identified on SARB was 58, this year in October level one students is 173. Lynda Hayes concludes that her team is doing their best to track and monitor more kids.

Robin Spring expressed her concern for more information and knowledge of early release protocol. Mrs. Hayes said she will do her best to communicate more effectively with staff and

teachers by emailing student team rosters for early release students as they come available for each sport season.

A motion was made to approve The School Attendance Improvement Plan, The motion was made and seconded.

John McMorris made a suggestion that Site Council monitor the School Attendance Improvement Plan each month since attendance has been a big focus. He asks that Lynda Hayes return next month to Site Council so that November numbers can be reviewed.

#### **IV. STUDENT REPORT**

##### **Senior Rep: Lisa Liu**

Seniors are currently working on Mock Congress, and trying to get their bills passed. Mock Congress will take place on December 10<sup>th</sup> and 11<sup>th</sup>. Seniors will be attending all day at this event.

Women's Varsity Tennis is undefeated in DVAL, and currently participating in NCS.

##### **Junior Rep: Kimia Zahedi**

This Saturday 11/16 will be a band performance at the Dean Leshner Center in WC. On December 10<sup>th</sup> all bands are performing for Winter Concert.

JSA (Junior Statesman of America) a popular club at our school will be attending Fall State Convention this weekend on 11/16 at Eastbay Marriot Convention Center.

Site Council members Margaret Vercammen and Dan Reynolds volunteered to work with the Site Council students between meetings. Students will be directed to report on important school issues and concerns.

The board is concerned that there needs to be more representation from Site Council students, particularly the freshman and sophomore's. Currently the Site Council student representatives consist of juniors and seniors. The board suggested that recruiting additional lower classman members as well as working with the SC students we currently have now will help those voices to be heard. A student ballot will be made to elect more SC students to represent on the board.

#### **V. PRINCIPAL REPORT – JOHN MCMORRIS**

John. McMorris begins his report by reviewing the purpose of Site Council. He explains that the Site Council is an organization that represents the interest of the entire community and is one of the governing bodies of the school, along with the Curriculum Council, the staff senates and student leadership.

John McMorris continues with reviewing the testing dates for the 2013-14 school year, explaining the State's removal of the STAR Test to be replaced by the computer based Common Core Assessment. A testing calendar showing all the required testing to be taken at Northgate has been proposed and approved by staff.

John McMorris reports that Northgate is off to a good start this year, and has visited all the common subject teams which he saw a lot of high powered conversations and a lot of focus on data. The teachers are able to identify what their students know and what they are able to do. He concludes that Northgate teachers are working to create equity in all classroom subject teams so a student at Northgate High will leave with comparable knowledge and skills.

#### **VI. ELAC REPORT – JULIETA ZULUAGA**

Currently Northgate has 18 active students coming from 6 different nationalities. The students come from Russia, China, Korea, and Central America Guatemala. These students receive one hour of help in ESL classes than are mainstreamed into regular classes. All classes are taken in English and the ESL gives them support in their reading and writing skills. The ELAC meeting will be delegated to the Site Council. ELAC will be meeting with Vice Principal Nicole Reyherme to make further decisions.

Robin Spring questioned how long students will have to take ESL classes. Mrs. Zuluaga explained that once students have tested out with the CELDT assessment then they can take the ESL class as an elective, until the student tests out of ESL than ESL class is mandatory.

Ms. Zuluaga thanked the board for the I-Pads from Site Council last year saying technology has been a big help. Students have videos, vocabulary, and different forms of assessments and tools to help develop a second language.

#### **VII. TEXTBOOK SUFFICIENCY REPORT – RULA KASSICIEH**

Northgate has submitted the textbook sufficiency report on October 9<sup>th</sup>, and Northgate is in compliance that every student in every class has a textbook. Currently there are enough inventories to accommodate the resource center and Special Education kids with special needs. The district approved Northgate's report on October 23, 2013.

**A motion was made to approve the Textbook Sufficiency Report. The motion was made and seconded.**

#### **VIII. BYLAW REVIEW – BEN CAMPOPIANO**

As stated in the Site Council bylaws under A. Officers - the officers of the council shall be a chairperson. In the past John McMorris has always paid for a chairperson out of his own budget and would prefer it to be done as stated in the bylaws. He would like to ask the committee to either change that or have an election because according to the bylaws a chairperson must also have served as a member of the Site Council for at least six months prior to being chosen and Ben Campopiano does not meet that criteria. John McMorris recommends the committee to amend the bylaw rules of Officer, or keep the officer the same and have an election at the next Site Council meeting in December.

Dan Reynolds shared his experience of serving on the Site Council board for five years at a different school and agreed that if an officer who has served on the board prior to election does bring more knowledge and experience to the table but it is not mandatory. One can familiarize enough with reading the Site Council minutes, bylaws and notes and suggests the committee to

make changes to the officer's eligibility in the bylaws. He also recommended that parent candidate's elections be held at back to school night for better parent response.

A Motion was made for Ben Campopiano as Site Council interim chairperson while the committee resolves the issues with the bylaws. The motion was made and seconded.

Dan Reynolds was nominated to organize a bylaw subcommittee consisting with one representative from each of Site Council groups. This bylaw subcommittee will present a revised and edited copy of the bylaws to the December meeting for the Site Council to have for discussion and to make final amendments.

#### **IX. BUDGET UPDATE – JOHN MCMORRIS**

John McMorris reviewed the 2013-14 budget plans which passed in May 2013. He stated that class size reductions for Math and English which was budgeted for this year did not take place leaving approximately \$27,724.00 remaining in the budget.

Dan Reynolds made a proposal to update the Single Plan for Student Achievement. He would like to volunteer to update and compile a clean version and email Site Council members to be approved at the December meeting.

John McMorris nominated Dan Reynolds as Interim Vice chairperson. A motion was made and seconded.

A motion was also made for Site Council's next meeting on December 17<sup>th</sup>. The motion was made and seconded.

#### **X. DEPARTMENT REPORT – ENGLISH/DAN REYNOLDS**

English department has been working in CST's (Common Subject Teams). Teachers are looking at what assessments can be given to each grade level. English has done two common assessments thus so far so every student should have taken a grammar and reading diagnostic test with the exception of the senior's because they are doing something different. Now the English teachers are looking at those results to decide how the grade level teachers should focus their curriculum instruction. Having these results across all grade levels helps to create data and make assessments to determine early on of what students need the most help on, and how they can reteach skills for students who need more additional help.

#### **XI. QUESTIONS/FUTURE ITEMS**

Ben Campopiano asked the committee what source of communication they preferred. The board no longer wants Edmodo, and would prefer Google docs. Google doc is more people friendly and was approved unanimously by the board.

Note: The school website will be used for all public posting for Site Council.

Meeting adjourned at 4:55 pm.

