



**SAN DIEGO UNIFIED SCHOOL DISTRICT**  
 University City High School  
 SSC Meeting  
 Tuesday, September 29, 2020  
 2:30 pm ZOOM  
**MEETING MINUTES**

Members Present :

Quorum was met

<u>Staff</u>	<u>Parents/Community Members</u>	<u>Students</u>
<input checked="" type="checkbox"/> Jeff Olivero, Principal	<input checked="" type="checkbox"/> Derick Boerner, Parent	<input type="checkbox"/> Homieh Hernani, Student
<input checked="" type="checkbox"/> Gail Hall, Teacher Chairperson	<input checked="" type="checkbox"/> Jessica Martin, Parent	<input type="checkbox"/> Shayna Meltzer, Student
<input type="checkbox"/> Thomas Volle, Teacher	<input checked="" type="checkbox"/> Viki Beaton, Parent	<input checked="" type="checkbox"/> Ryan Gleason, Student
<input checked="" type="checkbox"/> Maureen Quessenberry, Teacher		
<input type="checkbox"/> Elizabeth Frohoff, Teacher		
<input checked="" type="checkbox"/> Jo McGlin; Other		
<p><b>Guests Name:</b> David Graham (student teacher), new SSC members; Nia Hilton, Melissa Stephenson, Jessica Martin, and Sydney Boerner</p>		

Quorum was met

ITEM	DESCRIPTION/ACTIONS	ACTION REQUESTED OF SSC MEMBERS
1. Call to Order	<ul style="list-style-type: none"> <li>Hall: SSC Chairperson</li> </ul>	Meeting was called to order at 2:30 pm. ZOOM meeting
2. Public Comment	<ul style="list-style-type: none"> <li>OPEN</li> </ul>	No public comment
3. SSC Business	<ul style="list-style-type: none"> <li>Election results and introduction of new SSC members for 2020-2022. Olivero</li> </ul>	Olivero introduced new SSC members elected; Parents: Jessica Martin, Melissa Stephenson, student: Sydney Boerner. Hall introduced new SSC classroom teachers: Nia Hilton and David West (not present). Congratulations and welcome!
a. Introduction of new SSC members b. Approval of Minutes	<ul style="list-style-type: none"> <li>Approval of minutes from September 24, 2020 Action item: Hall</li> </ul>	Minutes from September 24, 2020 were reviewed. Approval of the minutes moved by Quessenberry and seconded by Beaton. Motion Passed 12-0-0.

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<p>c. Review and Approve 2020-2021 Roster</p> <p>d. Review and Approve 2020-2021 Bylaws</p>	<ul style="list-style-type: none"> <li>• Voting for SSC officers for 2020-2021; Chair, Vice Chair, Secretary and DAC representative. Review and approve 2020-2021 SSC Roster Action Item: Hall</li> <li>• Action Item: Hall</li> </ul>	<p>D. Boerner nominated himself for CHAIR. Approved 12-0-0</p> <p>Hall nominated herself for Vice Chair. Approved 12-0-0</p> <p>Hall nominated herself for secretary. Approved 12-0-0</p> <p>Quessenberry nominated herself for DAC representative. Approved 12-0-0</p> <p>2020-2021 Roster Approved 12-0-0</p> <p>Stephenson questioned the verbiage of “<b>Absentee (proxy) and any electronic votes shall not be permitted</b>”. Due to school site closures and SSC being help via ZOOM. Verbiage will be added to bylaws to include voting allowed during a ZOOM meeting. Additionally under section B: Place of meeting, ZOOM meetings will be added.</p> <p>Olivero made a Motion to approve the 2020-2021 SSC Bylaws. Seconded by Stephenson. All Approved 12-0-0</p>
<p>4. SPSA: 2020-2021 SPSA</p>	<ul style="list-style-type: none"> <li>• Discussion and approval of 2020-2021 SPSA Action Item: Olivero</li> </ul>	<p>Olivero began the meeting reviewing the SPSA process. Last school year, UC did not qualify for Title I due to less than required percentage Free and Reduced lunch applicants. A considerable push was made in Oct 2019 to get parents to fill out the applications and resulted in UC qualifying for the 2020-2021 school year. Approximately \$300,000 was received in Title I funds. The job of SSC is to create a plan, attach the dollars to the plan actions, and review the plan to see how it is going. This is the continual cycle of this committee.</p> <p>The plan was decide January 2020, now we review the plan with data available and adjust and funding as needed. Stephenson asked if the decisions made in January are set or can the funds be moved around. Olivero answered yes and no. Decisions made about paying staff cannot be changed however money set aside for supplies and other areas are flexible. Last month for example we moved money set aside for substitutes to pay for teachers hourly to attend PD before school started. The money is fluid as we see needs. Stephenson asked, we are committed to the people but can wiggle hours to different duties and sources of funding. Olivero agreed and explained that we can re-define the job duties of some staff on campus.</p> <p>Olivero displayed the SPSA for 2020-2021. The plan has been updated since February to include the schedule of three classes each quarter and two quarters per semester. Olivero went through each tab and SPSA Goals. UC has no SBAC data for English and Math, grades have increased due to the no grades can be lowered policy. Title I money is paying for one full time counselor, 20 FTE to cover the cost of outside counseling group( Mending Matters), three PowerUp Math support classes, and four English Learner support classes. For each goal in the SPSA, there are strategies to meet the goals and funding attached to each. In January, the district gives the sites the average cost of counselors and staff. When UC inputs the data into the plan, if the actual</p>

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		<p>person hired costs more than the average, then a deficit will appear and vice versa, if a staff costs lower than the average, a surplus will appear. UC has to backtrack to adjust these funds which we will cover later in the meeting. Stephenson asked if students are involved and do we ask students? Are students involved with admin as stakeholders? Olivero responded that two groups: ASB and new group SWER are involved in student support and viewpoints.</p> <p>Goal 2: ELA: Teachers are attending GVC training and 9<sup>th</sup> grade ethnic studies. The funding is linked to Gonzales as computer assistant and translation services. May have to transfer some of the supply money here to pay for the counselor. Goal 3: Math. Teachers are attending GVC training, adding new Enhanced Math curriculum, PowerUp classes. Funds shows Harel as teacher but has changed and as a result the money will be adjusted. Math Academy will be starting soon.</p> <p>Goal 4: EL. Hall explained that 100% of our eligible EL students were reclassified which met our goal. The good news is we added an ALD class with a different teacher and should cost less.</p> <p>This funding also pays for a portion of Hall as EL coordinator. Hall did clarify that the new ALD teacher is Coulton not Hilton. Goal 5: SPED. Again we see the allocations, the goals and the funding linked to this goal. We are maximizing our Ed specialists and making sure they have the same prep time as the general education teacher to plan. They are also using flex time in the afternoons. Goal 6: Supporting Black Youth. All 9<sup>th</sup> grade English teachers will teach Ethnic Studies. The challenge is we don't have enough books for the curriculum. UC purchased books last week for \$3500. Applying for PTSA and Educate for funds to pay this, also have Title I funds here as well. UC is looking at biases in education by creating three teams; teachers, parents and students to take a look at this concern. Goal 7: Family Engagement. There are many ways that families are informed; call outs, principal's chats, website notifications. Measurable goals is our PowerSchool parent portal went from 56% to 76%. Stephenson adds that she did not know this was a goal. She is trusting her student to be accountable. Olivero agrees with this rational as a parent from his own perspective and his son. PowerParent is an easier way to communicate grades. This year only 20% of teachers have posted grades on PowerSchool due to the use of Google Classroom and Canvas. It is a lot of additional work to ask teachers to also add grades to PowerSchool. Quessenberry added that in Canvas, it is just one "click". Hilton added that parents can be added as observers to Google Classroom to see student grades. Goal 7: Graduation rates. UC is 99% this year. We continue to push students to take AP classes. Less student have enrolled due to taking pathway courses and community college courses. Many counselor hours in this goal because making sure students are on track to graduate. Goal 8: Leadership. This explains Olivero's plan with teachers and explains the Rubber band theory. That is the SPSA.</p> <p>The Appendix has the School Parent Compact, The Parent Family Engagement Policy, the SPSA evaluation, and WASC goals. Hall added that all the Title I documents are also located on the</p>

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		<p>website under school committees. Beaton asked with grades and no SBAC scores, what do we use to compare what worked and didn't work? Olivero replied, yes, this is a challenge and we have to look at other data points discussed last meeting. Boerner made a motion to adopt the 2020-2021 SPSA with necessary spelling errors corrected. Seconded Beaton. All in favor 12-0-0 will be reflected in the minutes. This is a lot of information but now SSC members have learned a lot and connecting how it all works together. Olivero thanked and expressed appreciation to the SSC members who have completed their term as this is their last meeting.</p>
<p>5. Budget: Shift LCFE and Title I funds</p>	<ul style="list-style-type: none"> <li>Action Item: Principal Olivero</li> </ul>	<p>The money UC set aside for an extra counselor is lower than we need based on the actual counselor cost is more than average. \$1500 of the money set aside for supplies will be moved over to pay the deficit. This is LCFE funds and does not require SSC vote. In the Title I Basic budget, there are two categories for paying for different teachers. 3301 pays for Hall and is in deficit while 3202 is for the new ALD teacher and has extra money because cost is less than the average teacher. We need to shift these funds to pay in full both teachers. McGlin made a motion to move the necessary funds from 3301 to 3202 to cover the cost of the teachers. Seconded by Quessenberry. All In favor 12-0-0.</p>
<p>6. DAC and EIA a. DAC Report b. ELAC Report</p>	<ul style="list-style-type: none"> <li>Representative needed</li> <li>Informational: Hall</li> </ul>	<p>Quessenberry will be the DAC representative for 2020-2022</p> <p>No ELAC information to share. Hall will continue as ELAC representative for 2020-2022.</p>

Meeting was adjourned at 4:00 pm

Next meeting TBD

Minutes recorded by Gail Hall, SSC Vice Chair/Secretary. *Approved October 14, 2020*

Principal Signature 

Date 10-19-2020

SSC Chairperson Signature 

Date 10/14/2020