



SAN DIEGO UNIFIED SCHOOL DISTRICT
 University City High School
 SSC Meeting
 Wednesday, January 25, 2023
 4:00 pm ZOOM
MEETING MINUTES

Members Present : Quorum was met

Staff	Parents/Community Members	Students
<input checked="" type="checkbox"/> Michael Paredes, Principal	<input checked="" type="checkbox"/> Susan Gilmor, Parent Vice Chair	<input checked="" type="checkbox"/> Jisang Y., Student
<input checked="" type="checkbox"/> Gail Hall, Teacher Chairperson	<input checked="" type="checkbox"/> Raymond de Callafon, Parent	<input checked="" type="checkbox"/> Nada M., Student
<input checked="" type="checkbox"/> Jennifer Breeding, Teacher NOT	<input type="checkbox"/> Yuko Kanazawa, Parent NOT	<input checked="" type="checkbox"/> Michael K., Student
<input checked="" type="checkbox"/> Janelle Aleksic, Teacher Secretary		
<input checked="" type="checkbox"/> Thien-An Pham, Teacher		
<input checked="" type="checkbox"/> Alex Villalobos; Other		

Guests Name: Quorum was met

Legal Requirements (Check topics to be covered at this meeting):	
SSC Business	SPSA
Table 1 Parent Involvement Policy, Home School Compact	SPSA Goal Review
SSC Bylaws	SPSA Target Progress
DAC, ELAC Meeting	Modifications for SPSA Goals, Strategies, Funding
Uniform Complaint Procedures	Assessment and Evaluation Survey for SPSA
Attendance	Budget -
Parent Education Opportunities	X Funding Updates (District Information)
SSC Survey (end of year)	X Modifications to Categorical Funding based on Target Updates
Data Review -	DAC & ELAC -
X Site Developed Data	EL Program
CAASPP	X Reports
Dissect Data	Training
Quarterly Target Data Review	

ITEM	DESCRIPTION/ACTIONS	ACTION REQUESTED OF SSC MEMBERS
1. Call to Order	• Principal Paredes	Meeting was called to order at 4:02pm
2. Public Comment	• OPEN	
3. SSC Business	• Action Item: Approval of minutes November	Kozma motion to approve Pham Seconded

ITEM	DESCRIPTION/ACTIONS	ACTION REQUESTED OF SSC MEMBERS
	30, 2022, Hall	Approved: 10-0-0
<p>4. Data Review</p> <p>a. Power up S1 Data</p>	<p>Informational: Paredes</p>	<p>Integrated Math I / Power Up 1 Students in PU are students who have traditionally struggled in math</p> <p>IM1 -13 students on Power Up 1 Roster. Mentor to student ratio roughly 1:3 7 As 2 Bs 2 Cs 2 Fs</p> <p>IM2 – 16 Students. Mentor to student ratio 1:5 5 As 4B 4C 1 D 2 F</p> <p>IM3 – 21 students. Only 2 Mentors 2 Bs 6 Cs 7 Ds 7 Fs</p> <p>*Asuncion is the teacher and talked about how there is a low number of mentors, and they have low attendance. For IM3 this is their second time taking it.</p> <p>Gilmor – There was a student teacher, does this play into it? Paredes – Asuncion was in the class still supporting the class. May need to go back into the specific periods to see if that changed the data Kozma – Any projected numbers for tutors for Power Up? Villalobos – Gets finalized in August Paredes – Will need to recruit for mentors</p> <p>Semester 2 – Power Up Numbers for Thien is increased to 21 Big part of the success is due to the high number of mentors Hall: Maybe incentivize being a mentor, such as VIP passes for mentor students</p>

ITEM	DESCRIPTION/ACTIONS	ACTION REQUESTED OF SSC MEMEBERS
		<p>Villalobos: 43 students signed up for Personal Leadership (24 will be Office Monitor, and about 20 mentors. So about 5-6 per class)</p> <p>Pham – The class highly computer based. One need for the course is more chargers for the students. There is one (hers) but often times multiple students need a charger.</p> <p>Kozma – How much money is being allocated to Power Up</p> <p>Paredes – Used Title 1 for 0.6 FTE for salary about 60,000-70,000 with benefits Salary is broken down by Salary Source. Salary is the same but it is designated from those Hall – Do we need more sections?</p> <p>Pham – Since many students are repeating in IM2, it changes the class dynamics.</p>
<p>5. SPSA:</p> <p>6. Budget</p> <p>a. Budget transfer requests</p> <p>b. 2023-2024 Budget Feedback Form results</p>	<p>NA</p> <p>Informational: Paredes</p> <p>Action Item: Approve Transfers - Paredes</p>	<p>Will go over b.) Budget Feedback Form Results first</p> <p>Student 77 responses Students would like Field Trips Supplies for Classrooms Supplies for Art, Engineering, and Music Technology Upgrades Academic Labs/Tutoring Keep Media Center open before and after school Calculators and Math/Science specific supplies More Teachers</p> <p>Parents 53 responses *Used formula (HPx2+MP) Top Instructional Support Expenditures Funding Priorities High Priority (in order) Technology/Equipment Mental Health Services Math Support/Intervention Class Instructional Materials/Supplies After School Tutoring VAPA Literacy Support/Interventions</p> <p>Top Parent and Family Engagement Supports Funding Priorities Materials/Supplies Software Licenses</p>

ITEM	DESCRIPTION/ACTIONS	ACTION REQUESTED OF SSC MEMBERS
		<p>Translation Services Conferences/Workshops Printing Services</p> <p>Top School Support Staff Positions Funding Priorities Over-Allocated Counselor Network tech/Computer Assistant Campus security Assistant Resource Teacher (ELA/Math) PARA Educator/English Learner Assistant Attendance Clerk Dean of Attendance/ Testing Coordinator</p> <p>Staff Responses – 36 responses Instructional Support Funding Priorities Math/Intervention Class Mental Health Services Instructional materials/Supplies Literacy Support/Intervention After School Tutoring Technology/Equipment Hourly Time for PD</p> <p>School Support Staff Positions Funding Priorities Campus Security Assistant Over-Allocated/Additional Counselor Attendance Clerk Resource Teacher (ELA/Math) PARA Educator/English Learner Assistant Dean of Attendance/Testing Coordinator</p> <p>Gilmor: Staff seemed to support extra Campus Security Paredes : Have asked for formula for security. La Jolla has 1, UCHS has less than 2 but we're able to have a full 2. Male Dominant administration and Male dominant security. Need female staff, but would be more beneficial for more security team.</p>

ITEM	DESCRIPTION/ACTIONS	ACTION REQUESTED OF SSC MEMBERS
		<p>De Callafon: How do you decide priorities between the different groups? How do you decide what is more important?</p> <p>Paredes: Look at student data and the comments. If we take away field trips, students show they want the supplies and tools they need to succeed, including locations during after school hours. Then look at Parents and Staff and see where needs overlap. There's not really a formula. The information helps justify the decisions made for funding. Want the media center to be a hub for students before and after school</p> <p>Kozma: A little upset to see why wanting more teachers was so low. A lot of the issues comes down to having more teachers and staff on campus. Teachers can be a solution to a lot of the other problems, and should be a larger priority.</p> <p>Paredes: Students were asked to click 3 whereas Staff and Parents wrote it.</p> <p>Kozma: A suggestion for the form, ask more specifics on the Mental Health (so students can see what we already have, and then determine what we need)</p> <p>Fund Transfers</p> <p>Some of the positions we allocated haven't been filled and we now have the funds. In other areas there are some overages, and therefore need to reallocate money so that we spend all the money and it's not lost.</p> <ol style="list-style-type: none"> 1. Move Budget from Resource 30100: Over-allocation in Counselor salary (\$52,797, includes benefits) <p>Purpose: Purchase Math supplies for students (graphing calculators) Supplemental (not adopted) textbooks for Biology and Physics classes, Supplies for English classrooms, Turnitin plagiarism software renewal license, and copy paper for teachers/classrooms.</p> <ol style="list-style-type: none"> 2. Move Budget from Resource 30106: Over-allocation in Classroom teacher salary (\$10,471 includes benefits) <p>Purpose: Pay for Visiting Teacher expenses for teachers attending Professional Development training/workshops. (40 Subs = approx \$10,000 plus benefits)</p>

ITEM	DESCRIPTION/ACTIONS	ACTION REQUESTED OF SSC MEMEBERS
		<p>3. Move Budget from Resource 30100: Over-allocation in Classroom teacher salary (\$6,810, includes benefits) Purpose: Pay for Counselor hourly expenses: After hours student support meetings, end of year closeout, after hours/evening parent meetings</p> <p>Please see the Attached Title I Budget/Expense Transfer Request</p> <p>Discussion: (Paredes) 1 Didn't bring new counselor until end of October, and he's a new counselor. Using money saved from 30100 and bring it over to the teachers. i.e. more graphing calculators, text books for bio and physics, supplies for English, Turnitin for identifying plagiarism, and copy paper</p> <p>2 Formula used for calculating teachers and is over 10,471 Use funds for Visiting Teachers for PDs. Example: English and Math</p> <p>3 30100 Over allocation in classroom teacher salary 6,810 Counselor expenses for after student support, end of year closeout, after hours/evening parent meeting</p> <p>Gilmor: Where would funds for these things come from if we didn't need to reallocate? Paredes: We wouldn't have the funds. Sometimes come from discretionary or reach out to EDUCATE. Kozma: Where did the prompt for the text books come from Aleksic: With the lack of a textbook within our Curriculum, it's been difficult. Ms. Bosch and myself have used these particular textbooks to enhance our courses both as a resource for students to take home as well as a way to increase rigor. De Callafon: Is this allowed? Can we leverage some of these priorities with these reallocations Paredes : Yes it's allowed to reallocate. It's something that we, as SSC, need to vote on. Wanted everyone to see the priorities. Because these do line up with some of the priorities. We will have a similar discussion for what we anticipate for next year</p>

ITEM	DESCRIPTION/ACTIONS	ACTION REQUESTED OF SSC MEMEBERS
		<p>De Callafon: What about tutoring, and media center. And how can we invest in that way? Personally don't see graphing calculator as being a need.</p> <p>Kozma: Clarification that it's very hard for students when there aren't enough calculators for students. Using graphic calculators to introduce concepts is more digestible for high school students.</p> <p>Paredes: Explore the opportunity for tutoring after school. Will use hourly pay which is already designated. Needing to take the step to make the Media Center a hub. Only thing we can't do with funds is use Title 1 funds for fixing physical space.</p> <p>Motion to Approve the Aforementioned Budget Reallocations</p> <p>Kozma Approve</p> <p>Second Gilmor</p> <p>Approved 10-0-0</p>
<p>7. DAC and ELA</p> <p>a. DAC Report</p> <p>b. ELAC Report</p>	<ul style="list-style-type: none"> • Informational: Michael Kozma; DAC Chair 	<p>DAC</p> <p>Members of SSC are confused on the basics of what's going on.</p> <p>Focusing on SPSA, what Title 1 meetings can and cannot be used for</p> <p>Title 1 can be used up for Field Trips</p> <p>Uniform Complaint Policy – Rewording to make it more understandable</p> <p>Paredes: Send out the UCP to Ms. Forbes and she can send it out to us.</p> <p>How much Title 1 Fundings for next year. Title 1 150 LCAP 195</p> <p>KOZMA SAID PAREDES WAS RIGHT</p> <p>Reformatting</p> <p>Fewer LCAP goals which are tied SPSA. SSCs ask their principals when sbsa etc etc</p> <p>Paredes – We'll look at the budget as early as next month.</p> <p>Timelines have been adjusted. They used to be due in the Fall. Now the timelines is pushed to the end of the year. We'll be looking into these in the Spring.</p> <p>Kozma – Can we get a draft of SPSA 1-2 weeks prior to the meeting so that we can prepare and ask questions></p> <p>Paredes – Definitely. Will provide it earlier</p> <p>Living document. But cannot adjust hiring</p> <p>ELAC 3rd Meeting – Importance of School Attendance</p> <p>No parent attendance</p>

ITEM	DESCRIPTION/ACTIONS	ACTION REQUESTED OF SSC MEMEBERS
		<p>Everything is posted on the website, given to students etc. February – Needs Assessments for budget</p> <p>Kozma Can students join? Hall – They can but should be for ELLs De Callafon – Do you need help getting families involved Hall – About 90 students</p> <p>Next Meeting is February 22, 2023 **May need to meet sooner with SGT</p>

Meeting adjured at 4:59 pm

Next meeting February 22, 2023

Minutes recorded by Aleksic

Principal Signature _____ Date 3/6/23

SSC Chairperson Signature _____ Date 3/6/23

Attachment:

TITLE I BUDGET/EXPENSE TRANSFER REQUEST

Transfer From:	Budget String	Amount
	0355 30100 00 1210 3110 0000 010000 0000	\$42,643.00 Counselor
	0355 30100 00 3000 3110 0000 010000 0000	\$10,154.00 Benefits
		TOTAL: -52,797.00
Transfer To:	0355 30100 00 4301 1000 1110 010000 0000	\$39,941.00 Supplies
	0355 30100 00 5733 1000 1110 010000 0000	\$1,220.00 Interprogram Svcs/Paper
	0355 30100 00 5842 1000 1110 010000 0000	\$11,636.00 License & Fees (Turnitin Software)
		TOTAL: 52,797.00
ITEMIZED PURCHASES:		
Graphing Calculator & Case	0355 30100 00 4301 1000 1110 010000 0000	Math Department- Graphing Calculator & Case \$13,825.00
Biology & Physics Supplementary Books (not adopted text)	0355 30100 00 4301 1000 1110 010000 0000	Science Department \$7,240.00
Science Supplies for Students	0355 30100 00 4301 1000 1110 010000 0000	Science Department \$4,476.00
English Supplies for Students	0355 30100 00 4301 1000 1110 010000 0000	English Department \$7,200.00
Math Supplies for Students	0355 30100 00 4301 1000 1110 010000 0000	Math Department \$7,200.00
		Department Supplies 39,941.00
Copy Paper	0355 30100 00 5733 1000 1110 010000 0000	Interprogram Svcs/Paper 1,220.00
Turnitin (Plagiarism License)	0355 30100 00 5842 1000 1110 010000 0000	English Department- License & Fees 11,636.00
		TOTAL: 52,797.00

	0355 30106 00 1107 1000 1110 01000 0000						
Transfer From:			\$10,000.00	Classroom Teacher			
			-\$471.00	Benefits			
						TOTAL: \$10,471.00	
	0355 30106 00 1192 1000 1110 01000 0000						
Transfer To:			\$10,000.00	Prof&Curriculum Dev Visiting Teacher			
			\$471.00	Benefits			
						TOTAL: \$10,471.00	
	0355 30100 00 1107 1000 1110 01000 0000						
Transfer From:			-\$5,500.00	Classroom Teacher			
			-\$1,310.00	Benefits			
						TOTAL: -\$6,810.00	
	0355 30100 00 1260 3110 0000 01000 0000						
Transfer To:			\$5,500.00	Counselor Hourly			
			\$1,310.00	Benefits			
						TOTAL: \$6,810.00	