

# Hillcrest High School

## School Site Council MINUTES

September 27, 2021

Meeting Location: Room 100 (for in person attendees), Zoom (for virtual attendees)

Zoom Meeting ID: 401 178 4836, Passcode: 562828

Time: 2:45pm

### I. Introductory Procedure

1. Call to Order: The meeting was called to order at 2:46pm by Mrs. Schiessel
2. Establishment of Quorum: A quorum was established with the following 9 members present:
  - Craig Collins, principal
  - Errol Garnett, classroom teacher
  - Barbara Milliorn, classroom teacher
  - *Matt Montello, classroom teacher - virtual*
  - Matt Waggoner, classroom teacher
  - *Pam Edmondson, other staff member - virtual*
  - *Zoe Milkie, parent - virtual*
  - Mariam Atallah, student
  - Ryan Noghani, studentAlso in attendance was Assistant Principal, Patricia Schiessel
3. Pledge of Allegiance: Mrs. Schiessel led the pledge of allegiance
4. Welcome and Introductions: Introductions were made for both in-person and virtual attendees

### II. Training Topics

1. School Site Council Roles and Responsibilities Training: Mrs. Schiessel reviewed the presentation on School Site Council roles and responsibilities

### III. Action Items

1. Approve Officers (Chair, Vice-Chair)
  - a) Mariam Atallah nominated herself to serve as Chair. It was motioned/seconded/carried (M/S/C) to approve Mariam Atallah as SSC Chair. (Atallah/Garnett) (9/0/0).
  - b) Barbara Milliorn nominated Errol Garnett to serve as Vice-Chair. Mr. Garnett declined the nomination.
  - c) Ryan Noghani nominated himself to serve as Vice-Chair. It was M/S/C to approve Ryan Noghani as SSC Vice-Chair. (Noghani/Milliorn) (9/0/0).
2. Approve Parent Advisory Committee Representative from Parent Members
  - a) Zoe Milkie volunteered to serve as PAC representative. It was M/S/C to approve Zoe Milkie as Parent Advisory Committee Representative for Hillcrest. (Garnett/Milliorn) (9/0/0).
3. Approve minutes from previous meeting

- a) It was M/S/C to approve the minutes from the May 17, 2021 HHS School Site Council Meeting (Garnett/Milliorn) (9/0/0).
4. Approve an Expenditure Limit of \$500 (or less)
  - a) It was M/S/C to continue with and approve an expenditure limit of \$500 (Garnett/Waggoner) (9/0/0).
5. Approve Expenditures for LCFF-LI
  - a) It was M/S/C to approve LCFF-LI expenditures including (b) \$2,686 for software purchases, (c) NTE \$6,000 for materials and supplies, (d) NTE \$5,000 for technology supplies, (e) NTE \$12,000 for release days for Teacher Collaboration, (f) NTE \$2,400 for additional hours for college/career and financial aid presentations for parents and students outside of the school day (Garnett/Milliorn) (9/0/0)
  - b) It was M/S/C to approve LCFF-LI expenditure (a) \$6,850 for copier contracts (Garnett/Milliorn) (6 in favor/1 opposing/2 abstaining)
6. Approve Expenditures for LCFF-EL
  - a) It was M/S/C to approve all LCFF-EL expenditures including (a) \$3,500 for EL Facilitator stipend, (b) NTE \$4,550 for translation services, (c) NTE \$5,000 for release days for sheltered teachers, and (d) NTE \$1,000 for supplemental resources and instructional materials for ELD and sheltered classes (Garnett/Waggoner) (9/0/0)

#### **IV. Discussion/Information**

1. Budget Reports by Funding Source: Mrs. Schiessel reviewed the budget summary for both LCFF-LI and LCFF-EL funds
2. Review Bylaws: A copy of the bylaws was provided and reviewed by Mrs. Schiessel.
3. Review Summary of SSC Elections: Mrs. Schiessel reviewed the corrected election summary and explained a typo that was included on the summary that had been emailed previously
4. School Plan for Student Achievement: Mr. Collins reviewed a history of multiple school plans that have been aligned into one single plan (the SPSA). Work on aligning the plan with school WASC goals and District LCAP goals is ongoing and will be important this year as the school prepares for a 2022-23 WASC accreditation visit.
5. [Local Control and Accountability Plan](#) Input: Mr. Collins explained the purpose of LCAP is to support student achievement and that funds allocated are provided to supplement beyond the base that is provided by the District.
6. Reports from Parent Committees
  - ESSER (Elementary and Secondary School Emergency Relief Federal Grant) Spending Plan Educational Partner Input Session: Mrs. Milkie reported that she attended and participated in this meeting that was held virtually on 9/21/2021. Mrs. Milkie reported that these funds must be spent in three categories: continuous and safe in-person learning, addressing lost instructional time, and other items as defined by the district. Priorities discussed included Curriculum, an educational outlet for learning loss due to COVID, a way to provide quality instruction to students who have to miss school for quarantine and other COVID related absences and cleanliness/janitorial.
7. Program Reports

- Professional Development Opportunities (Paraprofessionals, Teachers): Mrs. Schiessel shared that teachers were recently trained on Parent Square communications. Upcoming training will be for all content areas to review and utilize i-Ready scores to guide and inform instruction. There was discussion about i-Ready assessments and if the data provided was valuable when compared to the amount of time required to administer these assessments.
- Parent and Family Involvement Opportunities: Mrs. Schiessel shared about the upcoming virtual Parent-Teacher conferences and virtual conferences that will be hosted by the Guidance Office for College Kick Off month.
- Interventions: Mrs. Schiessel shared that the Leadership team is working on a plan for Saturday Academies. The Lit Center has opened and is supporting students after school in English Language Arts and Math. Early-Access is available during 6<sup>th</sup> period for student athletes and Seniors with open periods.

8. Principal's Report: Mr. Collins reported that the District is in the process of hiring Itinerant teachers to help with the current substitute shortage. Hillcrest will be receiving four itinerant teachers. In addition, Hillcrest will also receive 3 additional custodial positions to help with increased cleaning needs. Staffing allocations have been reviewed and there are plans to add a Campus supervisor position and a school finance position. The Open Drama position should also be filled within the next week or so.

#### **V. Hearing Session/Public Comments**

*This item is placed on the agenda so that members of the audience have the opportunity to speak regarding subjects or concerns that do not appear on the agenda. The chair reserves the right to limit the speaking time to three minutes. Government Code Section 54954.2 and Education Code Section 35154.5 prohibit the council from discussion or acting upon matters not on the agenda.*

#### **VI. Adjournment**

1. Agenda building for next meeting
  - a) Mr. Collins will seek additional information related to funding copiers through LCFF-LI and whether another funding source could be considered
  - b) Mr. Garnett requested a needs-assessment related to the Smart Boards on campus that are dying and the number of Interactive Flat Panels that would be required to replace them.
  - c) Mrs. Schiessel will provide the dates for upcoming PAC meetings.
2. The next SSC meeting is scheduled for October 25, 2021.
3. Adjournment: Action Item
  - a) It was M/S/C to adjourn the meeting at 3:48pm (Garnett/Milliorn) (9/0/0).