

**Pioneer Valley High School - School Site Council**  
**February 10, 2021, 3:15pm**  
**MINUTES**

CERTIFICATED			PARENTS	
x	Shanda Herrera		x	Robin Ilac
x	Kristina Sewell			
x	Sandra Sylvester			
			STUDENTS	
			x	Kendall Courtright, Chair
CLASSIFIED			x	Jesse Rodriguez, Vice-Chair
X	Tami Barnum, Secretary		x	Jazmine Villanueva

1. Introductions

2. Review of Minutes: None

3. Old Business: None

4. New Business

- ❖ ZOOM Meeting dates for 2020-2021, 3:15pm – 4:15pm  
2/10/21            4/14/21

Mrs. Herrera noted that due to COVID, adjustments for meeting requirements have been made, but it is still important that the council convene to provide accountability for expenditures.

- ❖ SSC Bylaws/Responsibilities were highlighted for review and are attached.

- ❖ Election of Officers

- Chairperson – Motion/JR 2<sup>nd</sup>/TB and passed to elect Kendall Courtright.
- Vice-Chairperson – Motion/KC 2<sup>nd</sup>/RI and passed to elect Jesse Rodriguez.
- Secretary – Motion/SH 2<sup>nd</sup>/JR to elect Tami Barnum.

- ❖ Single Plan for Student Achievement - Purchases should support the goals as shown in the attachment.

- LCAP, Superintendent, and Board Goals
- PVHS and WASC Goals

- ❖ Data Review – Data is also a consideration when determining expenditures. Several pieces of data were shared and reviewed.

- Ren Learn for English and Math - Mrs. Herrera will provide clarification on the English 9<sup>th</sup> numbers from fall/winter.
- Data for the graduating class of 2020 showing a comparison between schools in several areas was presented. PV students performed very well. The Golden State Merit Seal is affixed to diplomas based on letter grades and mastery in six subject areas.

- ❖ Review 2019-2020 budget, approve 2020-2021 budget for Title I  
Both budgets were presented for review. Due to COVID, several line items changes were noted. Dollars for PLC meetings have been reduced and library labs will updated with new computer units. It was recommended that the budget 2020-2021 be approved as presented. Motion/SS 2<sup>nd</sup>/JR to approve. Motion passes.
- ❖ Approval of Safety Plan – A copy of the document is on file in the principal’s office for anyone who would like to review. Motion/JR 2<sup>nd</sup>/JV to approve the safety plan. Motion passes.

5. Reports

- ❖ Student Report: J. Villanueva shared that ASB is promoting Kindness Week with virtual activities and videos to remind staff and students that “Words Matter.” J. Rodriguez shared that distance learning is taking a toll on students, many dealing with personal struggles and added responsibilities for siblings. He misses having the ease of access to school resources at the site.
- ❖ ELAC Report: Meeting held 2/4/21 and focused on distance learning methods, resources available to students, and summary of district information regarding COVID.
- ❖ School Report: In-person assistance continues in the library and classrooms throughout campus with protective measures in place and active COVID tracing protocols. We service between 100-150 students per day with six full time substitutes and multiple aides throughout the campus.
- ❖ Booster Report: Meeting held 2/8/21 and focused on the specifics of the way accounts are set up to serve students within the different clubs, departments, or teams.

6. Items for next meeting - Data Review, Budget approval for 2021-2022 school year.

7. Public Comment

J. Rodriguez asked if there is a timeline for returning more students to campus. Mrs. Herrera noted that the school board will reevaluate on March 1<sup>st</sup>. Following the *Blueprint for a Safer Economy* tiers, the city must be in the orange tier before we can open.

8. Adjourn - Motion/JR 2<sup>nd</sup>/RI to adjourn the meeting at 4:00.

## **BYLAWS FOR THE SCHOOL SITE COUNCIL**

### **ARTICLE I**

Duties of School Site Council  
Pioneer Valley High School

The school site council of Pioneer Valley High School, hereinafter referred to as the council, shall carry out the following duties:

- ◆ Obtain recommendations for, and review of the proposed *Single Plan for Student Achievement* from all school advisory committees
- ◆ Develop and approve the plan and related expenditures in accordance with all state and federal laws and regulations
- ◆ Recommend the plan and expenditures to the governing board for approval
- ◆ Provide ongoing review of the implementation of the plan with the principal, teachers and other school staff members
- ◆ Make modifications to the plan whenever the need arises
- ◆ Submit the modified plan for governing board approval whenever a material change (as defined in district governing board policy) is made in planned activities or related expenditures
- ◆ Annually, (and at each semester, trimester, etc) evaluate the progress made toward school goals to raise the academic achievement of all students
- ◆ Carry out all other duties assigned to the council by the district governing board and by state law.

### **ARTICLE II**

The school improvement plan shall be developed and recommended by the School Site Council. The School Site Council, following approval of a school improvement plan by the district governing board, shall have ongoing responsibility to review with the principal, teachers, other school personnel, and pupils the implementation of the school improvement program and to assess periodically the effectiveness of such program. Modifications or any improvement to the plan shall be developed, recommended, and approved or disapproved in the same manner. The council shall carry out all other duties and responsibilities assigned to it in the Education Code of the State of California.

### **ARTICLE III**

#### **Members**

##### **Section 1 - Composition**

Composition of the School Site Council is specified in the California Education Code.

The needs and resources of the School Improvement Program require that staff membership include broad representation of parents, students, and staff, including socioeconomic and ethnic groups represented in the school attendance area. The minimum standards for representation on the council shall be: the principal or designee and four tenured teacher representatives (elected/selected by other teachers at the school), one support personnel (elected/selected by other support personnel at the school), three students (elected/selected by students attending the school), three parents/community members (elected/selected by such parents).

NOTE: A parent is defined as the parent or guardian of a student at a school, unless that parent is a paid employee of the school district at that site. A community member is defined as any person having an interest in the local school process and is elected by parents to take one of their slots.

Membership shall consist of:

- 1 Principal or Designee
- 4 Tenured Teacher Representatives
- 1 Support Personnel
- 3 Students
- 3 Parents/Community Members
- 12 Total Membership (7=Quorum)

Parents or pupil members shall not be employees of the District. No more than two members of a household may serve on the council at the same time.

### **Section 2 – Term of Office**

All members of the council shall serve for a two-year term. If a vacancy occurs, because of resignation or otherwise, the member or alternate selected to fill that position shall complete the balance of the term. Two teachers will be elected every year to serve two year terms. Classified will elect one classified member and every two years.

### **Section 3 – Voting Rights**

Each member shall be entitled to one vote and may cast that vote on each matter submitted to the vote of the council. The elected alternate shall vote in the absence of the representative. Absentee ballots shall not be permitted. In the event of a tie, the issue will be tabled until the next meeting of SSC.

### **Section 4 – Termination of Membership**

A member shall no longer hold membership should he or she cease to meet the membership requirements under which he/she were selected, e.g., a parent becomes employed by the district for PVHS. Membership shall automatically terminate for any member who is absent from all regular meetings for two consecutive meetings or three during a school year. The council, by affirmative vote of two-thirds of all the members, may suspend or expel a member. Alternates will be encouraged to attend all School Site Council meetings.

### **Section 5 – Transfer of Membership**

Membership in the School Site Council is not transferable or assignable.

### **Section 6 – Resignation**

Any member may resign by filing a written resignation with the School Site Council.

## **Section 7 – Vacancy**

If a vacancy occurs, the appropriate group (certificated, classified, parents, students) will meet to elect a new member and/or alternate.

## **ARTICLE IV**

### **Section 1 – Officers**

The officers of the School Site Council shall be a chairperson, vice-chairperson, and secretary.

The chairperson shall:

- ◆ Preside at all meetings of the council
- ◆ Sign all letters, reports and other communications of the council
- ◆ Perform all duties incident to the office of the chairperson
- ◆ Have other such duties as are prescribed by the council

The vice-chairperson shall:

- ◆ Represent the chairperson in assigned duties
- ◆ Substitute for the chairperson in his or her absence
- ◆ Perform other duties that may be assigned by the chairperson or council

The secretary shall:

- ◆ Keep minutes of all regular and special meetings of the council
- ◆ Promptly transmit true and correct copies of the minutes of such meetings to members of the council
- ◆ Provide all notices in accordance with these bylaws
- ◆ Be custodian of the records of the council
- ◆ Keep a register of the names, addresses and telephone numbers of each member of the council, the chairpersons of school advisory committees, and others with whom the council has regular dealings, as furnished by those persons
- ◆ Perform other such duties as are assigned by the chairperson or the council

### **Section 2 – Election and Term of Office**

The term of office shall be one year for each office. Elections shall be annually, in the first meeting of the school year, for the position of Chairperson, Vice-Chairperson, and Secretary.

### **Section 3 – Removal**

Any officer may be removed for just cause by a three-fourths vote of all members sitting on the School Site Council whenever, in the judgment of the council, the best interests of the council would be served thereby.

### **Section 4 – Vacancy**

A vacancy in any office because of death, resignation, removal, disqualification, or otherwise shall, by special election, be filled by the School Site Council for the unexpired portion of the term.

### **Section 5 – Pay Stipend for Secretary**

A pay stipend may be allowed for work completed by the School Site Council Secretary.

### **Section 6 – Program Coordinator / Principal**

The primary responsibilities of the Program Coordinator / Principal are to coordinate the planning and the implementation of the School Improvement Plan, act as a resource person to staff, students, parents, maintain budget and other necessary records, coordinate work of planning committees, prepare reports for School Site Council, school staff, parents, students, and community as necessary, oversee publicity on School Site Council and School Improvement Plan, plan workshops and inservice for staff and community, organize and conduct on going and yearly program evaluation, and perform other such duties assigned by School Site Council.

## **ARTICLE V**

### **Committees**

#### **Section 1 – Standing and Special Committees**

The School Site Council may establish and abolish such standing or special committees as it may desire. No standing or special committee may exercise the authority of the School Site Council.

#### **Section 2 – Membership**

Unless otherwise determined by the School Site Council in its decision to establish a committee, the chairperson upon approval of the School Site Council shall appoint members to the various committees.

#### **Section 3 – Term of Office**

Each member of a committee shall continue as such for the term of his or her appointment and until his or her successor is appointed, unless the committee shall be sooner terminated or abolished, or unless such member shall cease to qualify as a member thereof.

#### **Section 4 – Rules**

Each committee may adopt rules for its own government not inconsistent with these bylaws or with rules adopted by the School Site Council or with policies of the governing board.

#### **Section 5 – Quorum**

Unless otherwise provided in the decision of the School Site Council designating a committee, a majority of the committee shall constitute a quorum, and the act of a majority of the members present at a meeting at which a quorum is present shall be the act of the committee.

### **Section 6 – Vacancy**

A vacancy in the membership of any committee may be filled by an appointment made in the same manner as provided in the case of the original appointment.

## **ARTICLE VI**

### **Meeting of the School Site Council**

#### **Section 1 – Regular Meetings**

School Site Council shall meet on a regular basis as agreed upon by School Site Council members.

#### **Section 2 – Special Meetings**

Special meetings may be called by the chairperson or by majority petition of the School Site Council.

#### **Section 3 – Place of Meetings**

The School Site Council shall hold its regular meetings and its special meetings in a facility provided by the school and readily accessible by all members of the public, including handicapped persons.

#### **Section 4 – Notice of Meetings**

Public notice shall be given of regular meetings 72 hours in advance of the meeting. Any change in the established date, time, or location must be given special notice. All special meetings shall be publicized. Any required notice shall be in writing; shall state the day, hour, and location of the meeting; and shall be delivered either personally or by mail to each member not less than 72 hours or more than two weeks prior to the date of such meeting.

#### **Section 5 – Decisions of the School Site Council**

Meetings will be conducted by consensus. Consensus is defined as follows: If after discussion there are no more than two no votes a consensus decision will be reached. The backup process for three or more no votes shall be a new attempt to reach consensus through the use of interest-based problem solving. In the event a decision does not result in a consensus vote by definition, an affirmative vote by 75% of the quorum will be the fall- back decision making process.

#### **Section 6 – Quorum**

The presence of at least 51 percent of the existing membership shall be required in order to constitute a quorum necessary for the transaction of the business of the School Site Council.

## **Section 7 – Conduct of Meetings**

Meetings will be conducted by consensus.

## **Section 8 – Meeting Open to the Public**

All regular and special meetings of the School Site Council and of its standing or special committees shall be open at all times to the public.

## **ARTICLE VII**

### **Section 1 - Amendments**

These bylaws may be amended at any regular meeting by consensus vote of the members present. Any proposed change in the bylaws must be read at two public meetings prior to being voted upon.

## **ARTICLE VIII**

### **Section 1 – Grievance Procedure**

In the event of a complaint placed before the council by a party, the procedure for filing a complaint will be followed as listed in the District Master Plan.

Approved May 23, 2005; Final approval 9/26/05

Proposed revisions 10/29/12 pending approval 11/26/12; Final approval 11/26/12



# LCAP Goals, Superintendent Focus, Board of Trustees Goals

19-20 LCAP Goals – Total Budget \$19,947,651

Goal 1: Common core and state standards

Goal 2: Culture of respect and care

Goal 3: Strengthen career ed programs

Goal 4: Strengthen support systems

Goal 5: Expand technology for student engagement

Goal 6: Safe, healthy environment

Goal 7: Strengthen EL services

Goal 8: Foster Youth support

## Superintendent's 20-21 Focus

- The safety of students and staff
- Student learning and well-being
- Equitable access to a quality program

## Board of Trustees Strategic Plan Goals

**Vision** - Every student succeeds and is prepared for college, career, and life.

**Mission** - We prepare all learners to become productive citizens and college/career ready by providing challenging learning experiences and establishing high expectations for achievement.

**Overarching Goal** - To prepare all our students to be ready for success in higher education and/or a career with significant growth potential.

### **Goal One—Conditions of Learning**

SMJUHSD is committed to creating the conditions of learning which support high quality teaching and learning. Our focus will be on these four critical areas: high-quality staff, fiscal solvency, strengthening technology, strong professional development.

### **Goal Two—Student Outcomes**

SMJUHSD will implement the curriculum and instructional strategies which prepare all our students to be ready for success in college and career upon graduation. To do so requires that we have: A-g sequencing, common core standards, EL support.

### **Goal Three—Engagement**

SMJUHSD will develop and implement successful strategies for engaging all our students in the learning process and our parents and community in supporting their success. To do this requires that we: engaging instruction, effective communication, strong co-curriculars, partnerships with articulation groups.

# Pioneer Valley High School

## Vision Statement

To prepare students to positively contribute to society  
by focusing on academic achievement, personal responsibility,  
and college or career readiness.



### Academic Expectations

#### **T**echnology

All students will apply the appropriate technological skills.

#### **R**esponsibility

All students will be responsible for their actions.

#### **A**nalysis

All students will analyze, process, and apply information.

#### **C**ommunication

All students will communicate and collaborate effectively.

#### **K**nowledge

All students will access and apply knowledge.

### Behavioral Expectations

#### **P**ositivity

- Be positive
- Encourage others
- Be willing to learn

#### **R**espect

- Respect others and yourself
- Be healthy
- Take pride in your school

#### **I**ntegrity

- Be honest
- Be responsible
- Be good

#### **D**edication

- Give 100% effort
- Follow through
- Never give up

#### **E**xcellence

- Follow directions
- Plan and prioritize
- Do your best

PVHS WASC Action Plan – From March 2020 WASC Visit

- Goal #1:                Increase College Readiness for all Students**  
**Goal #2:                Increase Career Readiness for all Students**  
**Goal #3                 Increase Student Support Services to improve overall student well-being**

- Tasks:
- Increase A – G
  - CAASP results to drive curricular choices
  - Implementation of CCSS and NGSS for all – Sped, EL
  - Improve grad rates for all – Sped, EL
  - Performance based assessments in core departments
  - Use ELPAC to drive curricular choices and instruction
  - Refine EL pathway
  - Increase reclassification rates
  - Refine collaboration courses with a focus on providing access to core
  - Revise curriculum calendars
  - Increase AP pass rates
  - Increase concurrent offerings
  - Increase pathway completers
  - Increase technologically proficient students
  - Increase Seal of Biliteracy students
  - Build culture of support
  - Training for sped and bilingual aides
  - Increase athletic trainer services
  - Raise awareness of drug and mental health issues

## February School Site Council Data

PVHS Ren Learn Benchmark Results 2020-2021

ELA Ren Learn Levels	9 <sup>th</sup> grade # of students (%)		10 <sup>th</sup> grade # of students (%)		11 <sup>th</sup> grade # of students (%)	
	Fall	Winter	Fall	Winter	Fall	Winter
At/Above Benchmark	36 (6%)	36 (5%)	18 (3%)	25 (6%)	23 (4%)	24 (5%)
On Watch	143 (22%)	144 (21%)	140 (25%)	105 (24%)	165 (28%)	117 (23%)
Intervention	203 (31%)	212 (31%)	202 (36%)	130 (30%)	208 (35%)	193 (38%)
Urgent Intervention	272 (42%)	297 (43%)	206 (36%)	177 (41%)	199 (33%)	180 (35%)
<b>Total Tested</b>	<b>654</b>	<b>689</b>	<b>567</b>	<b>437</b>	<b>595</b>	<b>514</b>

Math Ren Learn Levels	9 <sup>th</sup> grade # of students (%)		10 <sup>th</sup> grade # of students (%)		11 <sup>th</sup> grade # of students (%)	
	Fall	Winter	Fall	Winter	Fall	Winter
At/Above Benchmark	73 (13%)	87 (17%)	121 (20%)	130 (25%)	52 (12%)	84 (18%)
On Watch	109 (19%)	114 (23%)	117 (19%)	125 (23%)	96 (23%)	112 (24%)
Intervention	127 (22%)	119 (24%)	128 (21%)	97 (18%)	104 (25%)	110 (23%)
Urgent Intervention	273 (47%)	183 (36%)	239 (40%)	186 (34%)	172 (41%)	163 (35%)
<b>Total Tested</b>	<b>582</b>	<b>503</b>	<b>605</b>	<b>546</b>	<b>424</b>	<b>469</b>

## SMJUHSD Class of 2020

	PVHS	ERHS	SMHS
Diploma Graduates	571/597 96%	461/510 90%	478/546 88%
Met UC/CSU Requirement	279/597 47%	164/510 32%	176/546 32%
Earned Biliteracy Seal	75/597 13%	61/510 12%	72/546 13%
Earned Golden State Seal Merit Diploma	137/597 23%	90/510 18%	121/546 22%
Number of dropouts	15	27	31

## SMJUHSD Discipline Report

	PVHS	ERHS	SMHS	SMJUHSD	SB County	State
Total # Suspensions	51/3075	57/2579	91/3074	211/8985	2538/70,857	233,753/6,306,934
Suspension Rate	1.1%	1.7%	2.4%	1.8%	2.4%	2.5%
Unduplicated count of students suspended	34	44	73	161	1,722	154,718
% of students with 1 suspension	79.4%	72.7%	80.8%	78.3%	73.5%	72.7%
% of students with multiple suspensions	20.6%	27.3%	19.2%	21.7%	26.5%	27.3%