Saratoga High School
School Site Council

**Date:** November 21, 2019

**Location:** Main Office Conference Room

**Starting time:** 4:00 p.m.

**Proposed Ending Time:** 5:00 P.M.

### Participants at the Meeting:

1. Sree Bade
2. Wenjing Chu
3. Kelly Chai
4. Kim English
5. Katie Chen
6. Derek Hsu
7. Alex Lee
8. Allison Tan
9. Rick Ellis
10. Jennifer Lee
11. Emily Wu
12. Greg Louie
13. Brian Safine

All staff, parents and members of the public are invited to attend the meeting.

<table>
<thead>
<tr>
<th>Agenda Item</th>
<th>Topic</th>
<th>Action Required</th>
<th>Responsible Person(s)</th>
<th>Time Limit</th>
</tr>
</thead>
<tbody>
<tr>
<td>Call meeting to order</td>
<td>None</td>
<td>Chair</td>
<td>1 minute</td>
<td></td>
</tr>
<tr>
<td>Roll call</td>
<td>None</td>
<td>Chair</td>
<td>1 minute</td>
<td></td>
</tr>
<tr>
<td>Changes/additions to the agenda</td>
<td>Approval/modifications of the agenda</td>
<td>Chair</td>
<td>2 minutes</td>
<td></td>
</tr>
<tr>
<td>Review notes from 10/24 meeting</td>
<td>Review notes</td>
<td>Chair</td>
<td>5 minutes</td>
<td></td>
</tr>
<tr>
<td>Public comment (Pending completion of blue cards. Each person will have up to 2 minutes).</td>
<td>No action related to public comment that does not appear on the agenda may be acted upon at the meeting. Such issues raised at this meeting may be scheduled for another SSC meeting.</td>
<td>Chair</td>
<td>5 minutes (pending number of speakers)</td>
<td></td>
</tr>
<tr>
<td>Leadership Class Update</td>
<td>Student Events</td>
<td>None</td>
<td>Students</td>
<td>10 minutes</td>
</tr>
<tr>
<td>WASC Update</td>
<td>Update progress</td>
<td>None</td>
<td>All</td>
<td>10 minutes</td>
</tr>
<tr>
<td>School-Wide Update</td>
<td>Staff Perspective:</td>
<td>None</td>
<td>Administration and Teaching Staff</td>
<td>10 minutes</td>
</tr>
</tbody>
</table>

*Vaping Presentation (Summary) 11/14
*World Cafe (Summary) 11/20
*Fall Play-Sense & Sensibility 11/22-11/23
*Relay for Life & Turkey Trot 11/26
<table>
<thead>
<tr>
<th>Future Meeting Dates</th>
<th>1/30, 2/27, 3/26, 4/30, 5/28</th>
<th>Administration</th>
<th>2 minutes</th>
</tr>
</thead>
<tbody>
<tr>
<td>Agenda Items For Next Meeting</td>
<td>TBD</td>
<td>SSC</td>
<td>1 minute</td>
</tr>
<tr>
<td>Adjournment</td>
<td>Approval to adjourn meeting</td>
<td>Chair</td>
<td>1 minute</td>
</tr>
</tbody>
</table>

**Notes from 10/24/19:**

Meeting Start: 4:01 pm

I. Role: Kim English, Derek Hsu, Alex Lee, Greg Louie, Katie Chen, Kelly Chai, Sree Bade, Jennifer Lee, Brian Safine

II. Motion to Approve
   A. First: Kim English
   B. Second: Kelly Chai
   C. Unanimously approve notes from last meeting

III. Leadership Class
   A. Katie Chen: Homecoming
   B. Alex Lee: Homecoming
   C. Derek Hsu: Homecoming

IV. Condense Homecoming Decs to Senior Area?
   A. Freshman & Junior dect were difficult to get participation
   B. Make it easier on class office
   C. Students only appreciate final result

V. WASC Updates
   A. Late starts
   B. Mrs. Lee - Topic B Curriculum leader, @ tail end of breaking down points and finding trends in types of assessment
   C. October 8 - WASC Collab Day
   D. Group Analysis
      1. Academic Integrity: When they is a curve, people doesn’t share information, how to teach students to consequences without having a scandal, anonymous
      2. Drug Use: Doesn’t include vaping or specific types of drugs
      3. Academic Stress: Not specific and didn’t ask factors that lead to stress (parent stress) - Wheel is useless, students will forge the numbers

VI. School-Wide Updates
   A. Tuesday WASC Check-In
   B. Homecoming, PSAT

VII. Budget
   A. SHSTV- Newscasters are coming to SHS to educate TV students about technique, $5000 per semester stipend was not included
   B. Detention: Consequences need to be made to students who commit small offenses (Substitute at the moment is teacher punishments, different types of tardies - 40 ppl/detention)
   C. A.D. Conference Registration (Tim Lugo’s trip to Maryland for National Athletic Convention to bring new ideas for concussions and cheerleader information)
D. Proposal: $5000 for SHS TV and $5000 for Detention (to meet
1. First: Kim English
2. Second: Alex Lee
3. All in Favor: Everyone
4. Abstain- Kelly Chai

Meeting Start: 3:31pm
I. Introductions
Present: Wenjing Chu, Alex Lee, Kelly Chai, Katie Chen, Allison Tan, Derek Hsu, Emily Wu, Sree Bade, Brian Safine, Jennifer Lee, Rick Ellis
II. Bylaws
A. Roles/ Additions
   1. Rotate note taker between students
B. Rotating roles in SSC, two year terms (except for students - one year)
C. ASB ruled last year Class VP is appointed SSC position
D. Meetings open to public
E. Amendments: None
III. WASC Updates
A. Accreditation will come back in the spring, look at the teaching and learning on campus and validate the school
B. Six year accreditation process
C. Current WASC plan approved in June 2019, for student use in spring
D. Mrs. Lee, Mr. Ellis and Mrs. Wu were all WASC focus leaders (Focus Group A & D)
E. Goals
   1. Common Core standards
   2. Increase use of formative and summative assessments
   3. Effective use of technology
   4. Depth over breadth
   5. Resources for students (social and emotional well being)
   6. Student Leadership will address academic bullying and peer pressure
IV. Leadership Class Updates
A. Senior Class Office: High School Musical decorations, skits, dances, arch. Prepare Parent Guidance Night slideshow
   1. Arch: Metal arch in front of Student Center
B. Junior Class Office: Teen Beach Movie, seven dances, decorations. Class T Shirts and Parent Guidance Night- Family Giving Tree
C. Sophomore Class Office: Lemonade Mouth, six dances, decs, skins, Movie Night, T-shirts
D. Freshman Class Office: Radio Rebel, five dances, skins, decs, class T-shirts, slideshow- Second Harvest Food Bank
E. P-Rob will be our Service coordinator
V. School Wide Updates
A. JUST Learn It- Growth mindset and grit
B. Cards will a) increase traffic in the student center and b) promote good behavior
C. Administration video coming next Monday, part of tutorial school-wide lessons
D. Great start to the school year! - Mr. Louie
E. SSC sent surveys to parents and students (3 WASC mtgs in 11 days of school)
   1. Identify strength and weaknesses
   2. Will draft pages of documents for presentation
VI. Budget
A. SSC Budget: $15,000
B. 11 Majority votes- $5000 allocated per semester for SHS TV…$5000 for year for detention
VII. Future Meetings
A. Meeting Time
   1. Motion: Sree Bade
      a) Second: Wenjing Chu
      b) All in Favor: 7
      c) Any Oppose: 1
B. Meeting time will be pushed back to 4:00pm
Adjourning at 4:28pm

Notes: October 24, 2019
Meet start time: 4:00
Attendees: Brian Safine, Alex Lee, Jennifer Lee, Wenjing Chu, Sree Bade, Emily Wu, Derk Hsu, Allison Tan, Katie Chen, Rick Ellis, Kim English, and Kelly Chai
Summary of last meeting
- SHSTV $5,000 covered
Motion Approved of last meeting’s notes
First approved: Kim English
-WASC Update
-School Wide Updates
Seniors
- Handed out forms for cap and gowns
- Permission slips for grad night
- Another order of class tees
- Planning prom
- Volleyball and Water Polo Senior night tonight
Juniors
- Prom Planning
Sophomores
- Over Ordered In and Out for after PSAT’s
Freshmen
- Fundraisers
  - Second Harvest Drive
Career Day
- Bringing it back
  - March 2nd and March 3rd (two tutorials)
  - 40-45 minute sessions
  - Need speakers
-Addressing Taiwanese Delegation
- November 14th: Presentation about Vaping and Juuling
Milestones
- 1406 SAT average
- 30.6 ACT average
- 94.6% AP pass rate
- ELA 94% average
- Math 91% average
-Addressing areas of focus
-WASC Focus Groups Input by Jennifer Lee, Rick Ellis, and Emily Wu
Q & As
Q: What does three dimensional curriculum mean; three dimensional lesson design?
A: Student and Teachers working side by side in lessons for better learning; Student driven curriculum
Q: Are there too many classes without enough students?
A: It would be hard for teachers to have full time jobs if there are too many choices.

Budget proposal: Kim English- move to approve conference funding for athletic director- $255 for registration. Seconded by Rick Ellis. Motion approved
Meeting end time: 5:16