

Minutes: ACAC Meeting, 11/1/2010

Conference Room B at Berkeley High School

The meeting was called to order by chair Lawrence Grown at 4:05pm

In attendance: Vernon Walton, Jose Colon, Evy Kavaler, Alex Angell, Ben Sanoff, Philippe Henri, Lawrence Grown, Carla Riemer, and Jeanne Schumann with guests Hilary Hoynes, Olga Volodina, Margit Roos-Collins, Randi Boorstein, and Peggy Scott (as recording secretary for this meeting.)

Resource Equity Issues

AC has some new students, but others have left. Vernon will confirm that AC has not grown overall.

The AC Vision Document

Under consideration: requiring all AC students to take two specific classes at AP level: 11th grade AP English plus 12th grade AP Government

This is the core concept of the vision document, but it is controversial. The ACAC gave input to take to the AC staff for discussion in detail at the Nov. 15 Monday morning PD meeting.

Common Curriculum –

History: Teachers are using WASC self-study as a reference point to plan out curriculum, as laid out in the common curriculum document.

PD Training for Human Geography, to be taught Spring Semester, Sophomore year, will be delivered to staff on ___? Alex Angell will take the lead on this training. Curriculum needs adjustment to include 3 semesters of World History leading up to it.

Social living component PD time Monday 11/22 will be given to Social Living training for the January English/History unit. 45 minute curriculum overview, 45 minutes planning in core teams. Trainer TBD. Vernon will investigate.

English dept was not represented but the current plan is posted at <http://bhsenglish.com/>

Science - has a common curriculum in Bio and Chem and Physics now. AP Env. Science teachers work together closely so they really have a common curriculum also. Science dept. does a lot of common assessments across programs. They can upload the science syllabi to website. Evy will create a Curriculum document that outlines common topics covered per semester, including the additional topics covered by AP classes.

Math dept has been doing common curriculum for about 15 years. It was noted that the small SLCs do this differently but AC and BHS are pretty similar. Philippe Henri will look into creating a brief outline of common curriculum topics.

Posting a common curriculum for all four subject areas on the AC website has a dual purpose: good for parents who want to stay on top of what their students are supposed to be learning, and good to encourage and enhance teacher accountability. This pertains to all courses and subject areas in AC.

Teachers agreed valuable discussions about curriculum will inform and enhance the WASC discussion, but done in that order.

Potluck - 9th & 10th grade.

Next year - do earlier, by early October. All parents who attended were invited to leadership meeting (ACPLC) which created a great turnout for that meeting. Suggestion to use the blackboard announcement system – robocalls – to increase event participation.

Student support and reporting system

Goal: Provide support to struggling students with early intervention, within 2 weeks of class start or grade report. Establish criteria, use Powerschool to run data reports; push those reports to individual teachers', counselors', Christina Mitchell's, and advisors' pages.

Goal: to have all interventions in place within first 1-2 weeks of school starting.

Jose to discuss at November 8th PD. Steps developed:

1. Identify struggling students via data report/ Powerschool
2. Report names of those students to relevant personnel
3. Make sure those students receive support, then track progress.
4. Possibility of pre-identifying students from spring Powerschool reports.
5. How to make each step happen?

Action: Request BHSDG have all afterschool tutoring in place when school starts in Sept.

Action: Advisors will be told part of their job is to talk/intervene when students are struggling.

Jeanne and Vernon follow up with Christina Mitchell to make sure she knows of all resources, how to access and how to guide students toward the proper resource.

Vernon follow up with Amy Frey as admin of technology to generate D/F report and push to each teacher. If that proper channel does not work, Vernon will try to make it happen another way.

Meeting time.

BSEP now has the same time slot (1st Monday at 4pm) and likes Conf. Room B due to phone jack. Should ACAC now meet 2nd Monday instead? We will move to 2nd Monday in 2011. *Vernon and Lawrence will nail this down. Vernon will check Conf. Room B availability for the 2nd Monday of each month through June.*

Non-AP Science labs report

All Science labs are up and running, popular, 20-35 students in each section. Lag time between sign-ups and admin assigning kids into sections affected enrollment; need to clean up process for next year. Verified that no one has been turned away due to lack of space. Address issue of students who still want to add lab but already missed 9 weeks. Dept. and Admin. will discuss allowing adds 2nd semester for half credit and/or add extra labs now as pass/fail, keep lab 2nd semester for a grade.

Evvy confirmed labs are separate classes per BSEP ECO funding guidelines and catalogue description; AC and BIHS students often have different teacher for lab science than they do for lab. Labs are for both support and enhancement, for strong and struggling students alike.

Vernon to discuss with Pasquale and counselors to define course content as both support and enhancement, and create one clear message about sign ups.

Evvy to discuss lab adds this year with science teachers.

Proposed AC Program Coordinator

Small funding via EIA (Economic Impact Aid) currently available to support students of lower SES but only FTE of 0.1, less than 2.5 hours/week, about \$10-12K total. Raises equity issue compared to BIHS w/ a fulltime coordinator (10 times more FTE) for half the student enrollment. Position being filled will allow AC to follow its mission and vision. Defining AC identity will help AC with fundraising.

Action: Develop a proposal, consider funding from different sources, to include EIA funds.

AC Financial Report

AC has \$53K in the bank. This school year so far year we raised \$15K and there have been few expenses. To accomplish goals, AC wants to/needs to identify other funding sources.

Teacher and admin input

Kristen is the VP responsible for schedules. Looping and coring was planned for and is on schedule for next year. It was on schedule for this year too. AC has cores but they are not true cores, as master schedule did not lay out right for it. Coring AC is hard and computer doesn't like it. Teacher input: it works when you do it by hand. BHS and the district say they want more personalization and individualization in teaching. BHS spent two years researching alternative schedules to accomplish this. Parents agreed when there is coring it is a huge plus for students.

Decision: Coring is vital to AC's program and we must insist on it. Looping is fine but perhaps less vital.

Action: Seek admin guarantee for coring in AC humanities classes.

ACPLC Meeting Report

Lawrence reported on the ACPLC meeting on 10/25. This is both a re-cap and includes comments from Vernon.

1. **Discussed science labs.** Got many reports from 9th grade parents of misinformation from counselors, confusion, inability to sign up last year, confusion from counselors about signing up this year, support vs. enhancement. Still a lot of upheaval and dissatisfaction about it being so unclear and counselors not helping kids sign up.
2. **AC needs to define its identity and image.** Do some branding/marketing/definition of AC identity in a meeting.
 - Fact: AC does have an identity; it's the place to find AP classes. College & Career Center BHS profile that goes to colleges actually is the AC identity. This defines AC as the comprehensive HS and not a learning community per se.
 - Vernon says percentage of BHS students who go to college is high for all SLCs.
 - The hurdle: AC needs to develop its own identity as a learning community. Important for 8th grade Info Nights, helping define choices of programs for parents and students.
 - AC needs a branding and marketing meeting. Establish mission, identity. Ideas to start:
 - AC is a large program that serves a large variety of students.
 - Very rigorous program, prepares students well for 4-year college.
 - Wide variety of classes - choice.
 - Social: AC Kids wanted to choose broadest possible peer group. Did not want small cohort – AC 's diversity is a huge advantage to the kids who wanted and chose that.
 - Kids have individual ability to make CHOICE in academics, decide where to take on greater challenge and where to be safer. Student-driven choices: rigor and electives.
 - Advantage: having a well-defined identity helps fundraising.
 - Idea to have an independent graduation celebration was discussed. Proposal that AC have its own stole since all other SLCs have stoles. Peggy brought samples. \$11 each. How to pay?
 - Branding discussion: no one factor is significant alone. Separate graduation, mission statement, AC stoles, new logo, definition of AC – these have to be developed, and then AC identity can achieve critical mass. This work will be good for fundraising, for helping kids choose if AC is right for them in lottery choices, and good to counter misinformation about AC in other SLCs. Any one factor will seem insignificant by itself.
 - **AC graduation:** Vernon says AC graduation is definitely possible. Vernon to discuss with Pasquale. This is changing the image of AC into a learning community. Possible pushback from other quarters is to be expected. Logistical issues need to be discussed - where, how much, on campus? Off campus? 400 grads - up to 1600 people. Community Theatre would be perfect for a ceremony but what about for a potluck meal? We are absolutely allowed to consider this idea. Must discuss meal vs. ceremony or both? How many seniors are in AC?

Vernon was thanked by several members for being a great Vice Principal for AC.

Meeting adjourned at 6:10pm.

Minutes respectfully submitted,

Peggy Scott, <plscott@stanfordalumni.org>