



ACAC (Academic Choice Advisory Council) Meeting Minutes – 9/5/08

In Attendance

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INTRODUCTIONS

Maggie Heredia-Peltz: Vice Principal
Sherene Randle: Co-Lead Teacher of AC, English
Matt Carton: Co-Lead Teacher of AC, English
Alex Angell: Teacher, History, Teacher-Parent Liaison
Ben Sanoff: Teacher, Social Science
Jane Wise: Parent, Teacher-Admin liaison, BHSDG
Janet Delaney: Parent, Events
Jon Marley: Parent, Fundraising, Outreach, School Governance
Karen Meryash: Parent, Student Support, Events
Kate Spohr: Parent, Parent Coordinator, Website
Lawrence Grown: Parent, ACAC Secretary, Events
Mia Levin: Student Leadership
Paris Clark: Student Leadership, Events
Angela Kollias-Pearson, Student Leadership
Ann Calligari, Parent, Teacher at Washington Elem, Visitor, Outreach

Maggie Heredia-Peltz is the newly appointed Vice Principal for Academic Choice this year. It is here 3rd year in Administration but she is new to AC. Prior to Berkeley she was a principal at schools in the Midwest, Elementary, Middle and High schools.

MASTER SCHEDULE

Co-Lead teacher Matt Carton and previous VP Pasquale Scuderi- had the AC Master Schedule well in hand by August 13.

It is not clear what happened after that. We do know that two new AC trained teachers were pulled into another program at the last minute.

Despite hard work year after year, there is a systemic problem that fails to protect the AC master schedule each fall before school starts

This year the 9th and 10th grade English-History cores, a basic tenet of AC, were dismantled to repair the BHS master schedule

This will be a key topic for AC Leadership 2008-2009

Counselors have been working very hard at making schedule changes. They should be caught up by Monday. We will be buying lunch for them from Barney's on Monday.

TEACHER VACANCIES

Maggie reported that for the English teaching position, she has recommended a candidate to the District. If approved, and the standard fingerprinting process is completed quickly, she may start as soon as next week.

The History position has been filled.

The Science position is still vacant, the job is posted on Craigslist as well as BUSD sites. 7 new Science teachers have been hired.

Tim Moellering is on sick leave, hopes to return before October. Alex Angell is filling in.

TEACHER VISITS / TEACHER EVALUATIONS

Maggie has begun informal **classroom visits** for professional development

Intends to visit 5 classes for 5 minutes, 5 times per week

to support a feedback loop for managing instructional work, both positive and negative.

Sherene added that she and Ben Crowell continue to develop a coaching program for teachers in English and History, purely for teacher growth in line with the 5/5/5 plan above.

Teacher evaluations are separate, and formal. They are done by Maggie only, last 20 minutes minimum, have a formal structure.

Each teacher is to receive 3 evaluations per year. If the first is satisfactory or better, the next evaluations can take another form such as a sample lesson plan or national board certification.

If an evaluation falls below satisfactory, the teacher will be on probation, will receive additional coaching and formal evaluations.

Tenured teachers are evaluated every other year, based on Soc. Sec. Nos.

The evaluation process continues even if the administration changes, unless the administrator fails to follow through.

BPAR Consulting process: If a teacher receives an unsatisfactory evaluation, he or she will be recommended to the BPAR board which will set specific goals for improvement. Ample opportunity is given to meet the goals. If the goals are not met, the teacher will be encouraged to resign. This process may take 2-3 years.

Maggie's 5 minute visits provide good information to her for setting up formal evaluations as needed.

Maggie will report purely statistical information to the ACAC if allowed by contract and confidentiality.

New teachers are well supported with time with Jim Slemm, extra resources and coaching

AC COMMUNICATIONS

"Tips on How to Support and Advocate for Your Student" page on the AC website to be updated. (Kate and Sherene)

Maggie added that teachers need positive feedback as well.

Protocols will also be written for "How to Buy Stuff" (Jane and Sherene) and "How to Donate" (Jon)

STUDENT SUPPORT

At Risk Seniors

Students need 150 credits to graduate.

Approx 105 Seniors are at risk of not graduating

Brian Crowell spoke with 40 parents by phone and worked with at least 10 students in summer school.

Brian will work with students with at least 130 credits going into the 2008-09 school year, meeting with them regularly 6th to 7th period

approx 23 students fit this criteria

students with less than 130 credits will be served by a different program

Kristin Glenchur is the Vice Principal in charge of after-school tutoring

Oscar Rojas-Soto runs the After-School Learning Center in the College and Career

Center Monday-Friday 3:15-6:00pm. Oscar Cal tutoring positions still available. Teacher tutorials to be added in October.

Christina Mitchell (cmitchell@berkeley.k12.ca.us) is the new teacher hired to coordinate all after-school tutoring programs. She has been a BHS Spanish teacher for two years and is bilingual. She is temporarily teaching Spanish this year until another Spanish teacher is hired.

Karen Meryash will continue to work with Christina to get tutoring in place and publicized and will set up study skills workshops

7 to 8 CAL Readers: extra hours to be scheduled for May 15 to June 13 for reading History term papers

The After School Writing Support Drop-In Center is still looking for a space.

Mendel Chernak, Accelerated Reading Specialist up to 20:1 ratio, still has vacancies

STUDENT LEADERSHIP

The 3 seniors present are recruiting 2 juniors, hoping for more diversity.

They will speak with Angela Price, and possibly Irma Parker and Simon Tiles to help with outreach.

Student Leadership will meet next Thurs in Matt Carton's room for planning games and mentoring.

Mentors to be scheduled during their free periods only.

First mentoring day 9/17/08.

OUTREACH

African American Family Reunion Sept 20th

AC will help to sponsor the event with money for food (\$500) an information table "What is AC?", and AC advocates of color

Janet, Jon and Lawrence will work on outreach
with Irma Parker and Simon Tiles
for this and future AC events

BUDGET

Proposed Budget handed out, discussion brief, will continue next month
ACAC to work on protocols and oversight for funds distribution, for events, programs, teacher stipends, expenses, etc.

TREASURER STILL NEEDED

BY-LAWS

Updates to the AC By-Laws are proposed, detail to follow by email, formal vote at the General Meeting October 28

Recruiting for the Parent Leadership Group as already outlined in the By-Laws

The above group to have fiscal oversight, will approve the budget.

5th position on the ACAC for Student Support

EVENTS, MEETINGS

September 25th Back to School Night

October 15 Freshman Potluck

October 22 Sophomore Potluck

These events will need a new structure because they have been
built around teaching cores in years past

Jenny Ettinger, Anne Armstrong and Pam Woodbridge to help with events

ACAC General Meeting October 28th

ACAC Meetings scheduled for the 1st Friday every month

Next ACAC Meeting Scheduled for 10/3/08