



**ACAC (Academic Choice Advisory Council) Meeting Minutes – 01/09/09**

**In Attendance**

<b>Name</b>	<b>Titles</b>	<b>eMail Address</b>
Jim Slemo	BHS Principal	<a href="mailto:jim_slemo@berkeley.k12.ca.us">jim_slemo@berkeley.k12.ca.us</a>
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Matt Carton	ACAC, AC Co-Lead Teacher, English	<a href="mailto:mcarton@berkeley.k12.ca.us">mcarton@berkeley.k12.ca.us</a>
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Kim Boston	Parent	<a href="mailto:kmbw@sbcglobal.net">kmbw@sbcglobal.net</a>
Christina Mitchell	Student Academic Support Coordinator	<a href="mailto:christina_mitchell@berkeley.k12.ca.us">christina_mitchell@berkeley.k12.ca.us</a>
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NOT PRESENT:		
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Brian Crowell	Economics Teacher, Senior support	<a href="mailto:brian_crowell@berkeley.k12.ca.us">brian_crowell@berkeley.k12.ca.us</a>

**MEETING TOPIC: STUDENT SUPPORT**

Three of the four AC guidance counselors, along with Christina Mitchell and Brian Crowell, came to the ACAC meeting at our request to give updates on the state of student support: what has been done, and what will be done to help struggling students be more successful.

**ACTION ITEMS**

Vice Principal Maggie Heredia-Peltz will send a note to all AC teachers asking for a list of students who should be reviewed at the weekly counselors' meeting. This will include any students failing one or more classes in the Fall Semester.

At each milestone (progress reports, quarter grades, semester grades) a letter will go to all students with one or more D/F, insuring that they are informed about tutorials and/or study skills workshops.

The Vice Principal of each school will insure that lists and mailing labels of these students will be generated within one week of the grades being posted.

Christina Mitchell will send out the mailing and arrange robocalls home regarding student supports.

## **CURRENT COUNSELING PROCESSES**

AC Vice Principal Maggie Heredia-Peltz has visited Freshman classes with counselors, and has weekly meetings with the counselors to discuss students at risk, discipline issues, progress reports, etc.

**Freshmen** are being seen individually as issues arise.

**Sophomores** are being presented The College Experience Program, consisting of a mock application and transcript, speaking with alumni and visiting local college campuses.

**Juniors** are primarily receiving transcript evaluations.

**Seniors** have college applications and transcript evaluations. Options are reviewed to make up deficiencies in work and attendance.

Any students with 3+ absences within 3 weeks get called in for a conference to see what else is happening in their lives. If they are not doing well in a class the counselors will see what support services are needed, including RISE, Academic Pathways, BTech or other programs.

All grades are scanned after the first grading period to target students who are struggling.

The counselors find they are talking with students consistently, letting them know it is their responsibility to get educated, to get to the student resources (counselors, tutorials).

If there are issues with teachers, students are encouraged to talk with teachers directly.

When appropriate, parents are also held accountable, letting them know how much is at stake with their child's education, and that it is urgent for them to be involved and to follow through.

With parents and students, a voice and a face are much more effective than mailings.

Math is a consistent problem area for at-risk students.

## **CHRISTINA MITCHELL Student Academic Support Coordinator**

Teacher Tutorials are in place and being promoted

3 Study Skills workshops are planned per year, the next one being in Feb/March

Christina has hired in-class tutors for algebra and geometry and new study group leaders for chemistry, calculus join 6 other AP tutors. (AP Chem and Calc, Adv Bio, Alg 2, AP Bio)

Christina helps community volunteers get training.

After school study halls have been arranged for basketball and football teams.

## **BRIAN CROWELL At-Risk Seniors Support**

The year started with an estimated 100 Seniors in danger of not graduating.

That number has been brought down to about 20.

Brian is having 3<sup>rd</sup> period drop-bys, and weekly home connections by telephone.

He has found that many official transcripts were missing critical information.

(Once resolved, many students were taken off the at-risk list)

Most students at risk have their trouble with math and science.

Remedies include night school, tutors.

Just having someone acknowledge the student and hold them accountable makes a world of difference.

## **PRINCIPAL JIM SLEMP**

Christina's vital position is paid from BSEP funds. Please advocate for this position with BSEP!

Counselors are funded through the Governors Counselors' Fund which unfortunately is likely to be

cut next year.

**EVENTS, MEETINGS**

January 13, SGC presentation of the Revised ReDesign Proposal

January 17, Parent Leadership Committee meeting

January 21, SGC meeting to vote on the Revised ReDesign

January 28, School Board first presentation of ReDesign Proposal

February 11, the School Board will vote on the ReDesign

February 7, 21 Parent Leadership Committee meetings

*Next ACAC Meeting Scheduled for 2/06/09*