

**Academic Choice Advisory Council (ACAC) Meeting  
May 15, 2012, 4:00 – 5:30 PM BHS room C213  
Minutes**

**In Attendance**

<b>Who</b>	<b>Role</b>	<b>E-mail address</b>
<b>Matt Carton</b>	ACAC Chair, Teacher Coordinator, AC House Leader	mattcarton@berkeley.net
<b>Ben Sanoff</b>	Teacher rep, AC House Leader	bsanoff@berkeley.net
<b>Alex Angell</b>	Teacher rep, Liaison to School Site Council	alexangell@berkeley.net
<b>Philippe Henri</b>	Teacher rep	phenri@berkeley.net
<b>Tim Zolezzi</b>	Teacher	timothyzolezzi@berkeley.net
<b>Vernon Walton</b>	AC Vice Principal	vernonwalton@berkeley.net
<b>Lawrence Grown</b>	Parent Coordinator	lawrence@metrolighting.com
<b>Barbara Anscher</b>	Parent rep, Student Support	barbaraanscher@yahoo.com
<b>Francesca Verdier</b>	Parent rep, Secretary	francesca.verdier@gmail.com
<b>Eleana Binder</b>	Student rep	Eleanab712@yahoo.com
<b>Olga Volodina</b>	AC Parent Leadership Committee, ACAC Treasurer	olga-volodina@sbcglobal.net
<b>Randi Boorstein</b>	AC Parent Leadership Committee, Liaison to Berkeley High School Development Group	randiboorstein@gmail.com
<b>Denise Hingle</b>	AC Parent Leadership Committee	dhingle@mindspring.com

**Public Comments**

Matt Carton showed us the Chrome cart purchased with ACAC funds and told us it was money very well spent.

Francesca Verdier read student Noam Samuels question – how does he get elected as a student rep to the ACAC, and pointed out that the bylaws may need to be updated regarding this topic. **Action items:**

- Review the AC bylaws at the next ACAC meeting

- Finalize procedures for electing or appointing student reps.

Ben Sanoff proposed that ACAC support training a new teacher (Jennie Roebuck) in AP US History and AP World History. Vern Walton is requesting district funds for this and will email us in about a week whether these have been obtained. If not, we'll conduct an email vote to see if ACAC can contribute \$1,000 for this. **Action item:** Vern to send us the results.

### **AC Spring Meeting Agenda**

The AC Spring Meeting is Wednesday, May 23rd, from 7:00 - 8:30 p.m., in the BHS Library. Topics to be included on the agenda:

- Evaluation of 2010/2011 AC program including common assessment measures & proposed assessment measures for next year
- Matt Carton will present the common curriculum for 9th and 10th grade English
- Ben Sanoff to cover history program
- Evy Kavalier will cover science program
- Angela Dean will cover the math program
- Ben Sanoff will present new AC website
- Margit Roos-Collins will present "engaging with counselors" (Ben to coordinate with her)
- Barabara Anscher will present Olga's financial report
- Volunteer opportunities
- ACAC parent rep elections

Lawrence volunteered to take notes. After the meeting Francesca decided she would attend after all, so she will take notes.

### **Parent volunteer sign-ups for Spring Meeting**

Note: while the Spring meeting will focus on parent volunteers, the Academic Choice Team (ACT) consists of all AC students and their parents/guardians and all AC teachers. Any member of the ACT may volunteer for these positions.

We decided to organize these under the committees mandated by the AC bylaws:

- Fundraising
- Outreach/diversity
- Communications
- Community Events

to which we also added:

- Student/Classroom support

The positions we decided to keep for 2012/2013 are:

Fundraising:

- Overall coordinator: Coordinate AC fundraising: identify and coordinate fundraising opportunities, grants, and donors.
- Fundraising team members: Hilary Hoynes will continue
- Development Group Liaison: Randi Boorstein will continue
- Grant writing
- BHS Live Committee members: The BHS Development Group will plan Berkeley Live! 2013. Please join this planning committee and help us make this event a fun and successful evening for the Berkeley High community.

#### Student/Classroom Support:

- Liaison to the College Career Center
- AC College Tour Organizers: Work with the College and Career Center, and with parents and teachers to schedule and organize trips for AC Sophomores to visit local college campuses. Possibly a North and a South trip which might include UC Davis, Sacramento State, Cal State East Bay, SF State, USF, Santa Clara State, SJ State, UC Santa Cruz, Monterey Bay, St. Mary's, Mills College, Holy Names, UC Berkeley...
- Tutoring Coordinators: help teachers hire and coordinate tutors for English and History classes: Olga Volodina will continue; need more volunteers
- Social Living Program Coordinator: someone with Health/Sex Education experience to keep the curricular materials current
- AC Resource Coordinator assistants: help mentor/tutor struggling students under the guidance of Jessie Luxford

#### Communications:

- Webmaster – Ben Sanoff will continue
- Web Assistants: Francesca Verdier will continue; need more volunteers (especially students)
- Etree Moderator: Rebecca Herman will continue

#### Outreach/diversity:

- Spanish Translations
- Liaison to the Parent Resource Center

#### Community Events:

- Staff Meeting Food Organizer
- Back to School BBQ Organizer
- 9th / 10th Grade Potluck Organizer
- What's Up With College? Night Coordinator
- AC Commencement Committee Organizer: AC Commencement will start meeting in the Spring, at first monthly then weekly to organize the sash distribution, speakers, program, entertainment-if any, graphics and decorations for the second annual AC Commencement. Junior parents strongly encouraged on this committee.
- AC Commencement Committee members
- AC Party Book / House Party Coordinators: The AC Party Book Coordinators will help parents define house parties to offer, then will organize a kick-off event where everyone in AC can sign up to attend the house parties that sound best to them, and the party attendees will pay the cost at that time. Parties will range from \$5 per person to \$100 per person to as much as is appropriate, and will be scheduled

throughout the rest of the year. The Coordinators will post weekly etree reminders about upcoming house parties.

- AC Party hosts

All-School Committees: These positions will be elected or recruited in the Fall. Look for announcements on the BHS etree.

- BHS BSEP Reps (Berkeley Schools Excellence Project - Parcel Tax allocations)
- SSC Reps (School Site Committee - Policy Development)
- P&O Reps (Planning & Oversight Committee of the BSEP - <http://www.berkeleyschools.net/departments/bsep/planning-and-oversight-committee/>)
- Safety Committee Reps
- BAF (Berkeley Athletics Fund - <http://berkeleyathleticfund.org>)
- Development Group (<http://bhsdg.org>)
- Parent Teacher Association (<http://bhs.berkeleypta.org>)

### **Writer Coach Connection**

Randi Boorstein reported on her request on the behalf of ACAC to the Development Group for a matching \$20,000 to support this program:

- Some development group members didn't understand the structure of this program nor how supportive it is
- Pasquale would need to advocate for AC.
- Needs specific data to back up the request: why we need it – what services it will provide, what has already been tried and hasn't worked, data that will be used to measure outcomes
- Some members suggested that we target a more limited set of students, e.g. non AP juniors. Matt Carton replied that early intervention in the 9<sup>th</sup> grade is of utmost importance. ACAC agreed with this assessment.

#### **Action items:**

- Matt Carton to present to Pasquale.
- Target the summer Development Group for making the final request to the Development Group.
- Francesca to conduct an email vote to cap ACAC contribution at \$20,000.

### **End-of-year appreciation events**

ACAC decided to use the \$500 budgeted for teacher appreciation for teacher David Bye's retirement party in June. This will also be a teacher appreciation event.

ACAC will hold its annual dinner in June – date to be decided at next ACAC meeting. This will include meeting the new ACAC members.

ACAC will buy Pete's cards in appreciation of untenured AC faculty and other faculty who did extra service (e.g. Angela Dean for her work on professional development).

**Action item:** Matt and Vernon to come up with list of teachers and email them to

ACAC. Depending on the number, the Pete's card will be \$10-\$20. Francesca will conduct an email vote to approve this budget item.

## **Budget**

Olga Volodina presented the projected budgets and expenses for the rest of 2011/2012. The proposed 2012/2013 budget is:

- \$3,000 Classroom Support/Tutoring/
- \$5,000 Readers/Tutors
- \$20,000 AC contribution to Writer Tutor program
- \$1,000 Social Living curriculum development
- \$2,000 staff development
- \$1,500 AC administration
- \$250 AC website
- \$500 AC events
- \$500 Teacher Appreciation
- \$5,000 AC Commencement
- \$10,000 AC Resource Coordinator

This amounts to proposed expenses of \$48,750 against a projected beginning balance of about \$50,000. **Action item:** Francesca to conduct an email vote to approve the 2012/2013 budget.

## **Next ACAC Meeting**

Tuesday June 5, 2012, at 4:00 p.m. in BHS room C213.

## **Approval of April 2012 ACAC minutes**

Matt Carton approved the minutes of the April ACAC meeting.