

# Charles W. Flanagan High School

## SAC Meeting Minutes

September 14, 2020

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**Attendance:** Paula Peters (Principal), Kristy Knapp (Assistant Principal), Robert Johnson (SAC Chair), Laretta Cordoba (SAC Secretary), Henry Rose (Community), Risa Bell (Community Rep), Keresia Lawes (Gifted Rep), Dorcas Troche (ESE Rep), Zephaniah Spaulding (Student Rep 9th), Daphne De Sedas (Student Rep 9th), Manuel Jaramillo (Student Rep 10th), Dominic Allen (Student Rep 10th), Jaylena Lawes (Student Rep 11th), Mariana Machado (Student Rep 12th), Janai Bowens (Teacher), Lisa Powell (Teacher), Matias Arellano (Teacher), Michelle Quijada (Parent), Melissa Henry (Teacher), Mireya Hermosilla (Teacher), Paola Lubo (Parent), Carlos De Sedas (Parent), Emily Rosenthal (Non-Instructional), Gisela Cobo-Suarez (Teacher), Gladys Casas Cardoso (Parent), Amelia Toussaint (Student), Andrew Witcher (Teacher), Awilda Rivera (Parent), Carmen Beltran (Parent), Chandler Searcy (Teacher), Clarissa Cabreja (Parent), Danielle Henry (Parent), Sherry Rini (Parent), Tracy Davis (Parent), Tracy Chandler (Teacher), Tricia Abdul-Matthews (Parent), Vanessa Hernandez (Teacher), Yenya Borges (Parent), Yuliza Rodriguez (Parent), Janell Ward (Teacher), Karen Sam (Parent), Kennedy Cobb (Parent), Leeah Gomez (Student), Errica Hamilton (Parent), Kayasa Cobb (Parent), Adelina Baldizon-Vigilante (Teacher). Liz Alicea-Velez (Parent).

### Call to Order:

A meeting of the Charles W. Flanagan High School Advisory Council was held via Teams on September 14, 2020. Chair, Robert Johnson called the meeting to order at 4:04 PM. Laretta Cordoba will record minutes for this meeting.

### Minutes:

Tracy Chandler motions to approve the minutes of February 24, 2020, Kennedy Cobb seconds. Motion passes with no corrections.

### Old Business:

#### I. Welcome Back- Robert Johnson

**A.** Establishment of SAC By-Laws & Norms- Adelina Vigilante motions to approve established by-laws and norms, Tracy Chandler seconds, majority votes to accept. Motion passes unanimously.

**B.** Review of the SIP & SEL Competencies- Executive Summary, Goals for this School Year, Reading Plan, PLC Meeting Dates, MTSS/RtI Plan, SEL Plan, Guidance Plan, Positive Behavior Plan, Equity Plan, BPIE Plan, FACE Plan were all briefly discussed. These plans are completed except for the attendance plan which will be completed once data is received from the district. School Improvement Plan is a public document that can be viewed online.

**C.** Future meeting dates: Oct 26, Nov 16, Jan 11, Feb 22, Mar 15, Apr 19, May 10

#### II. Introduction and Election of 2020-2021 Members: R. Johnson

**A.** Officers (SAC Chair, Secretary) – Henry Rose nominates Robert Johnson for SAC Chair, Tracy Chandler seconds. Majority votes by show of hands. Robert Johnson will serve as the 2020-2021 SAC Chair. Robert Johnson nominates Laretta Cordoba for SAC Secretary, Henry Rose seconds. Majority votes by show of hands. Laretta Cordoba will serve as the 20-2021 SAC Secretary.

**B.** Parent Representatives- (Gifted, ESOL, ESE, I-Zone, and SAF)- Keresia Lawes will serve as the Gifted parent representative. Dorcas Troche will serve as the ESE parent representative.

**C.** Student Representatives- Zephaniah Spaulding & Daphne De Sedas (9<sup>th</sup>), Dominic Allen & Manuel Jaramillo (10<sup>th</sup>), Jaylena Lawes (11<sup>th</sup>), Mariana Machado (12<sup>th</sup>).

#### III. Principal's Data Chat: Paula Peters

**A.** We're an A School! – We will continue to focus on educating the “whole child”. All students at all levels need support, and we will provide it to best fit their needs. Our main strategy is utilizing standard based instruction that encompasses SEL competencies. We do not have struggling students only students that need more support from all stakeholders. While E-learning, we are still focused on meeting testing requirements. We need parent support, please provide check-ins with your children and help them plan and organize their assignments. We also support our teachers by providing them with common planning so that they can collaborate with each other and work together to better suit student's needs. The district has also provided BRIA, live instructional support for students Monday through Thursday, 3-8 PM with certified educators in all four core content areas. Lastly, we focus on our students social emotional learning by providing the opportunity for athletics and clubs.

**B.** 2020-21 SIP Goals- Increase graduation rate by 2%. Improve the number of economically disadvantaged students achieving a 3 or higher on the ELA FSA from 56% to 66%. Improve student achievement in Mathematics from 59% to 65%, Biology from 66.5% to 68%, and US History from 73.3% to 77% EOC exams. Improve student achievement in FSA Reading and Writing sections by 7%. Reduce the number of students with multiple referrals by 10%.

#### IV. Communication Plan: K. Knapp

- A. Our website includes a distance learning tab with numerous resources.
- B. Virtual Open House includes a campus tour, students form various clubs, and individual teachers.
- C. The code of student conduct and all forms are also virtual and found at the provided site.
- D. We use Remind! for each class to communicate to all students and parentlink for parents.
- E. Our positive behavior plan is communicated through posters we will exhibit around the school.
- F. Ask BRIA great tool for students to receive extra curriculum support.

#### V. Monitoring SIP Action Steps through PLCs:

- A. Literacy Plan, FSA Reading & Writing: Janai Bowens- IFC alignment to support literacy. We embed *how* students learn and *how* they write into all content areas using WICOR (writing, inquiry, collaboration, organization, reading). Professional development will be provided to teachers in addition to a resource database to support the initiative.
- B. Science, Biology: C. Searcy/A. Witcher- CFA's will be administered through mastery connect which is a powerful platform to collect accurate data to progress monitor our students. We continue to provide enrichment and remediation using both Nearpod and mastery connect.
- C. Mathematics, Algebra I/ Geometry/ Algebra II: M. Hermosilla – We use various tools to streamline information such as notebooks for formulas and Canvas modules. We are in the process of developing Mastery modules on Canvas where students can review and remediate each module to check for understanding and mastery.
- D. Social Studies, World History/ American History/ Am Gov't: M. Arellano- This week we have one of the two annual voter registration drives. We focus on providing instruction to drive the students to pass their EOC. Currently working on CFA's to measure baselines. We have a unit exam this week. World history focuses on literacy while government/ economics focuses on seniors and their eligibility for graduation.
- E. Career & Technical Education, Industry Certifications: L. Powell- Our classes are Digital Information Technology courses that provide instruction for students to pass industry certifications such as Microsoft Office, and all Adobe products. We also use literacy tools to enrich their learning. Industry Certifications set students apart when they apply for careers providing more opportunities in several fields. This week we will begin our preassessments to determine student learning baselines.

#### **New Business:**

- I. Ms. Troche will be representing Flanagan at parent university and will serve with PTSA as liaison between parents and school.
- II. Cordoba shared SAT makeup test date for identified seniors will be October 14. Juniors who opt to sit for the PSAT/NMSQT will do so on October 29. Both deadlines for confirming attendance for those seniors and juniors is September 15, 2020.
- III. Knapp congratulated Mr. Robert Johnson, teacher of the year and Ms. Ana Salazar, school related employee of the year.

#### **Reports:**

- I. SAF- Nothing to report currently.

#### **Next Meeting Date & Time:**

The next meeting will be held on October 26, 2020 via Teams at 4:00 PM.

#### **Meeting Adjournment:**

Machado motions to adjourn the meeting at 4:41, Velez seconds. Motion carries unanimously.

Submitted by,

Lauretta Cordoba

SAC Secretary

Approved Date: 9/15/20