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## **EAST SIDE UNION HIGH SCHOOL DISTRICT**

### **African American Student Advocates Meeting**

**October 13, 2011**

**6:00 p.m.**

**Silver Creek High School - Library  
3434 Silver Creek Road, San Jose**

#### **Agenda**

1. Welcome & Introductions
2. Approve Minutes of Meeting
  - June 23, 2011
  - September 8, 2011
3. Early Alert System Status Report – Silver Creek High School Administration
4. Outreach Efforts and Strategies to Engage African American Parents and Students – Silver Creek High School Administration
5. DeAnza College Invitation to Host African American Students - Silver Creek High School Administration
  - Update on Recruitment Efforts of African American Students to Attend Event
6. How can AASA Help Parents and School Administration in their Efforts to Engage African American Parents and Students? - Silver Creek High School Administration & Parents
7. How can AASA Help Parents to Navigate the Educational System and Provide Resources to their Children? - Silver Creek High School Parents
8. Update on San Jose 2020 – Patricia Martinez-Roach, Board Member, and Dan Moser, Superintendent
  - Where does this issue stand and what kind of contribution is ESUHSD contributing?

9. Issues/Concerns

10. Future Agenda Topics

11. Next Meeting Date:

- November 10, 2011  
Oak Grove High School – Library, 285 Blossom Hill Road, San Jose

12. Adjournment

# EAST SIDE UNION HIGH SCHOOL DISTRICT

## MINUTES OF MEETING AFRICAN AMERICAN STUDENT ADVOCATES (AASA) JUNE 23, 2011 6:00 P.M. DISTRICT OFFICE – BOARD ROOM

### Present:

*Mulugeta Habtegabriel*

*Wilbur Jackson*

*Dan Moser*

*Barbara Applewhite*

*Socorro McCord*

*Mary Guillen*

*Annette Grasty*

*Yollette Merritt*

*Wm. Derek Grasty*

*Karen Ranson*

### 1. Welcome & Introductions

*The meeting was called to order at 6:10 p.m. Mulugeta Habtegabriel extended a welcome to all in attendance at the meeting. He thanked the administration for their support this school year. He also indicated that the academic and social issues addressed at these past meetings were productive.*

### 2. Approval of May 12, 2011, AASA Meeting Minutes

*Motion by Socorro McCord, second by Wm. Derek Grasty, to approve the minutes as presented.*

*Minutes approved by of the Committee, with Board Member Patricia Martinez-Roach abstaining from the vote because she was not present at the May 12 meeting.*

### 3. Start of School – Mulugeta Habtegabriel

*Mulugeta Habtegabriel expressed his concern for a plan to be developed for the sites to deal with the chaos at the start of school.*

*Superintendent Moser stated that the same issues occur every year. Some parents wait until the start of school to register their child; approximately 200 parents enroll their child at the start of school. This year, every 7-12 student is required to have their Tdap shot before they are given their class schedule and allowed in school. The District has made efforts to get the word out on this new law.*

**MINUTES OF MEETING  
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*The Health Clerks have been trained to access the CAIR system to access Tdap information, which is on file at the State. The Foothill Community Clinic offered a series of Tdap clinics at several East Side school sites. Through the State, we were able to do this at no cost to the District. The Foothill Clinic donated the time of the nurses for free. Andrew Hill gave 600 shots in one day and about the same number of students brought in verification of their Tdap shot. They will be having another free clinic before the start of school.*

*The Health Clerks will be returning to work two weeks early to help with the Tdap records update in Infinite Campus. Keep in mind that the District has no control over new student registration at the start of school.*

*The District cannot have parents volunteers help because it takes away work from bargaining unit members.*

**4. Back to School Information to Parents & Students – Mulugeta Habtegabriel**

*Back to School Night dates vary from school-to-school. The purpose is to try and engage parents in the process.*

*Mulugeta Habtegabriel asked who was approved to attend the upcoming workshop, Train the Trainers.*

*Superintendent Dan Moser indicated that the list of attendees could be obtained from Mary Ann Baker at the Santa Clara County Office of Education.*

**5. Early Alert System – Mulugeta Habtegabriel**

*Superintendent Dan Moser discussed the pilot of the Early Alert System at three school sites. Details of the pilot program will be provided when available.*

**6. Issues/Concerns**

- *Status of School Safety Funding*

**MINUTES OF MEETING  
AFRICAN AMERICAN STUDENT ADVOCATES (AASA)  
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**7. Future Agenda Topics**

*Grading Policy – Board Member Patricia Martinez-Roach*

*Workshop Suggestion: How to Help Your Child with Limited Resources –  
Board Member Patricia Martinez-Roach*

*Early Alert Program – Update on Progress of Three Pilot Sites –  
Co-Chair Mulugeta Habtegabriel*

**8. Next Meeting Date**

*The next AASA meeting will be held on September 8, 2011, at 6:00 p.m. in the Board Room of the District Office.*

**9. Adjournment**

*The meeting was adjourned at 7:45 p.m.*

# EAST SIDE UNION HIGH SCHOOL DISTRICT

## MINUTES OF MEETING AFRICAN AMERICAN STUDENT ADVOCATES (AASA) SEPTEMBER 8, 2011 6:00 P.M. DISTRICT OFFICE – BOARD ROOM

### Present:

*Mulugeta Habtegabriel  
Barbara Applewhite  
Wm. Derek Grasty  
Wilbur Jackson*

*Socorro McCord  
Yollette Merritt  
Patricia Martinez-Roach  
Dan Moser*

*Marcus Battle  
Mary Guillen  
Kirsten King  
Lynne Murray*

### 1. Welcome & Introductions

*The meeting was called to order at 6:10 p.m. Board Member Patricia Martinez-Roach extended a welcome to all in attendance at the meeting.*

*Board Member Patricia Martinez-Roach introduced Marcus Battle as the new Associate Superintendent of Business Services. Mr. Battle shared his professional background with the Committee.*

### 2. Small but Necessary schools – Kirsten King, Director of Instruction

#### • How does the placement process work?

*Superintendent Dan Moser indicated that the Small but Necessary Schools (SBN) have been part of the District for 15+ years. There are currently three Small but Necessary Schools. Genesis, an SBN school, was closed a few years ago. The school was originally located at Silver Creek High School and then was moved to Evergreen Valley College. It was closed due to distance. The students from Genesis were moved to the Apollo SBN School at Wm. C. Overfelt High School.*

*The Small but Necessary Schools are as follows:*

- *Pegasus – located at Independence High School*
- *Phoenix – located at Santa Teresa High School*
- *Apollo – located at Wm. C. Overfelt High School*

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*The Accel Program is not a Small but Necessary School. It is a middle college program.*

*Foothill High School is not a Small but Necessary School. It is an alternative education program.*

*Kirsten King stated that the Small but Necessary Schools and Foothill High School serve only eleventh and twelfth grade students. The graduation requirements are reduced at a Small but Necessary School; PE is excluded. Down credit students, who are at least one year behind in credits, are referred to by their Counselor or Associate Principal to a Small but Necessary School. In order for the referral to be accepted, it must be signed by the student's Associate Principal.*

*Students are required to attend classes. They have traditional coursework for the traditional classes. Similar to the Independent Study program, the students receive work packets, they do the work, and meet with their teachers.*

*Principal Murray indicated that Foothill High School has case management. The teachers teach four classes, with fifth period being case management. Case management is geared for students who arrive late, are absent and have issues at home. The school day is from 8:45 AM to 12:21 PM. Foothill offers Credit Earning Opportunities (CEOs) to its students. For example: six hours = .5 credit. These opportunities occur outside of the school day and include options such as attending a Board Meeting and writing a reflection paper, involvement in leadership meetings, and/or attending College Night.*

**3. Grading Policy – Kirsten King, Director of Instruction**

- **What is the policy that governs grades?**
- **What does it mean: Grade A, B, C, D, F**

*Co-Chair Mulugeta Habtegabriel asked if "F" is the same as another school site's "F" grade and is the percentage the same for grading?*

*Board Member Martinez-Roach indicated that there is no formula and that the Superintendent was given direction by the Board to review the grading policy and come back the Board on the grading policy.*

*Kirsten King stated that the Education Code is very specific on what can be developed into Board Policy as it relates to grades. The Education Code states that only a teacher has the authority to issue a grade. She also shared with the Committee that a presentation on the grading policy will be provided to the Board at their meeting of October 20, 2011.*

*Co-Chair Mulugeta Habtegabriel asked Superintendent Dan Moser and Board Member Martinez-Roach to keep AASA updated on what is being done with the grading policy.*

**4. Early Alert System Update – Dan Moser, Superintendent**

*Superintendent Dan Moser indicated that there are three schools piloting an early alert system: Andrew Hill, Oak Grove and Silver Creek. The goal of Silver Creek High School is to increase communication between parents and the school by using School Loop as a method to have access to student grades and update grade information every two weeks. The focus of Andrew Hill is incoming freshmen and special programs. At Oak Grove, not all staff are utilizing School Loop, instead a grade check was proposed. The Superintendent and the three Principals are working on bringing in additional resources to help get information out to parents.*

*Co-Chair Mulugeta Habtegabriel asked that the Superintendent provide periodic updates in the Early Alert Program.*

**5. Common Dress Policy – Patricia Martinez-Roach, Board Member**

*Board Member Patricia Martinez-Roach mentioned that the Latino parents asked her to provide information to them about common dress. The Latino parents want uniforms. School sites that have common dress are Andrew Hill, Yerba Buena and Foothill. She will be discussing this item at the September Board Meeting. She will be presenting this topic also at the next Student/Board Relations meeting.*

**6. Cell Phone Policy - Patricia Martinez-Roach, Board Member**

*Board Member Martinez-Roach mentioned that Board Policy #5131 Student Behavior Policy, section #15 Annoying or Unnecessary Articles, addresses cell phones. This is a topic that need to be addressed and the district needs to verify if the entire District is following Board Policy as it relates to cell phones.*



**7. Safety Survey for Parents & Students - Patricia Martinez-Roach, Board Member**

*Board Member Martinez-Roach shared with the Committee that she had the Latino parents complete a safety survey. AASA was asked to also complete and return the survey or to e-mail their responses to her.*

*Superintendent Moser shared with the Committee that the District is develop a district wide climate survey.*

**8. Draft/Revised 2011-2012 Meeting Calendar – Mulugeta Habtegabriel, AASA Co-Chairperson**

*A revised 2011-2012 meeting calendar was presented to the Committee.*

**9. Issues/Concerns**

*The deadline for Tdap immunizations is Friday, September 16. There are approximately 2,000 students who still need to submit verification of Tdap immunization, otherwise, student will be excluded from attending school until they are compliant with the law.*

**10. Future Agenda Topics**

*Alternative Education Presentation – November  
Update on Grading Policy - November*

**11. Next Meeting Date**

*The next AASA meeting will be held on October 13, 2011, at Silver Creek High School, 2323 Silver Creek Road.*

**12. Adjournment**

*The meeting was adjourned at 8:03 p.m.*