

**iHigh Virtual Academy
School Site Council Meeting Minutes
March 24, 2016- 1:30 pm- iHigh Room 1**

Present: Samantha Shaffer, Mrs. Carrie Lopez, Mrs. Laurie Lavache, Mrs. Susie O’Neill, Ms. Rita Macedo, Mrs. Pamela Bell, Mrs. Patty Cava

A. Call to Order/Meeting Minutes

1. Samantha Shaffer called the meeting to order at 1:40 pm
2. SSC voted to approve the minutes from the February 25, 2016 meeting
3. Review of March 24, 2016 meeting. SSC approved the addition of the proposed budget change (Item D2) to the agenda.

B. Public Input/Correspondence/Announcements

1. Staffing at iHigh has grown since last reported. There were two additional teachers hired bringing our teacher count to 12. Brenda Salazar and Ron Guiles are the new teachers. Our dual enrollments are over 2,000 students and our full time enrollment is nearly 60 students.
Staffing will change again for 2016-17. The District has allocated 7 teachers for iHigh and 5 teachers will be itinerate teachers at other District high schools. Seventeen Grad Coaches will no longer exist. A question is raised, “Who will proctor the tests out at the dual sites next year?”
2. There were no other announcements made.

C. Old Business

1. The 2016-17 SBB (Site Budget Book) and SPSA (Single Plan for Student Achievement) were submitted by the March 4 deadline. The SBB shows staffing and budget. The District allocated 7 teachers to iHigh and we have 7 teachers who have permanent status, so no one will be excessed this year. We have four teachers with temporary contracts and one long-term visiting teacher, who will hopefully be re-hired when enrollment is better known for next year.
The District has given all high schools until April 15th to enroll their dual students for the fall. This will help mitigate a repeat of the teacher shortage that occurred this year at iHigh.

D. New Business

1. The WASC 3-year Progress Report is currently under development. This is a follow up to our 2013 full self-study. We were approved for a 6-year term of accreditation at that time, with a 3-year written progress report required. A handout was provided that lists the 2013 WASC Recommendations. Progress in these areas must be addressed as part of

the three-year WASC Progress Report. A summary of the draft was provided for SSC to view; the School Community Profile has been updated. The iHigh staff will be working on part of it in early April. We need to better promote our school ESLRs, for example, putting them in our Student/Parent handbook. The demographic charts need updating for ethnicity, gender, and primary languages over the past three years. Chapter 2 will describe progress and changes that have happened since 2013, such as, school site move, change new teachers, and the extension of the federal grant. In Chapter 3, Ongoing School Improvement, the state has changed testing to Smarter Balance. Mrs. O'Neill was hired to help with increase in Math. This year, a professionally published yearbook (Josten's) has been added, thus attending to increasing student socialization. A survey will go out to parents and another one to staff to help with this. Once the 3-Year progress Report is ready, it will be sent to the Board for approval. Then, it will go to the main WASC office by the June 1 deadline.

2. There have been transitions with iHigh's leadership at the district level. The Director of Online Learning, David Van De Pol, still supervises iHigh; however, he does not have the credential needed to conduct principal evaluations. As a result, iHigh has also become part of Area 1, under Area Superintendent Bruce Bivens.
3. Patty Cava shared that she will be retiring at the end of April; Maureen Cottrell has been assigned as acting principal, effective May 2. The transition should be positive.

E. Budget

1. Site Budget Summary for February- not much change; SSC to focus budget changes to LCFF.
2. Funds need to be spent from the Title I, since it is use it or lose it money. The proposal was made to use part of the LCFF funds for not only counselor hourly money but allocate up to \$500.00 for teachers hourly. SSC voted and approved.

F. Committee Reports

1. The DAC meeting for March presented topics such as, Saturday School policies and unspent Title I funds remaining for each school. The specific issues do not apply to us currently.

3. **Roundtable-** none

4. **The meeting was adjourned at 2:33 pm.**

The next SSC meeting is Thursday, April 28, 2016 at 1:30 pm.

Submitted by Laurie Lavache