



Alternatives in Action Board of Directors - High School Governing Committee Meeting
November 29, 2017
Meeting 6:00 p.m. – 7:30 p.m.
Location: Alternatives in Action High School, Room 4
6221 E 17th St, Oakland, CA

Public Session Agenda Items	Time	Lead
1. Welcome! Call to Order; Approval of Agenda (Action)	6:00	Joe
2. Consent Calendar (Action) 2.1 Resolution to approve the October 11, 2017 minutes (attached)	6:05	Joe
3. Public Comment: We welcome comments from the general public on non-agendized items.	6:10	Joe
4. Staff Report (Information/Discussion) Staff representative, April Angeles, will provide staff updates	6:15	April
5. Student Report (Information/Discussion) Student representative, Alejandra Rodriguez, will provide updates	6:25	Alejandra Rodriguez
6. Director's Report - Staffing & Program Updates (Information/Discussion) 6.1 Director's Report – (attached) 6.2 Prop 39 Memo- (attached)	6:30	Logan / Phung
7. Presentation and Discussion of LCAP Engagement Plan (Information/Discussion) 7.1 Memo on Engagement Plan (attached)	6:50	Logan / Phung
8. Board Comments on Non-Agendized Items This is an opportunity for the Board to raise questions or requests for topics to be addressed in future meetings.	7:20	Joe
9. Closing: Review Next Steps, Acknowledgments & Adjourn	7:25	Joe

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Alternatives in Action Board of Directors
Minutes of the Governing Committee Meeting
October 11, 2017 @ 6:00 pm to 7:30 pm
(Alternatives in Action High School, 6221 E. 17th Street, Oakland CA 94621)

Governing Committee Members Present: Joe Feldman, Shady Shahid, Veda Bartlow, Greta Brownlow, Patricia Murillo, April Angeles

Governing Committee Members Absent: none

Advisory Governing Committee Members Present: none

Staff Members Present: Phung Lai (Co-Director), Logan Manning (Co-Director), Robert Vidana (note taker), Matthew McCourt, Steve Schair, Jared Joiner

1. Welcome! Call to Order; Approval of Agenda (Action/Activity)

Meeting was called to order at 6:19pm

Motion to approve: Shady Shahid

Seconded: Veda Bartlow

All in Favor: Joe Feldman, Shady Shahid, Veda Bartlow, Greta Brownlow, Patricia Murillo, April Angeles

All opposed: none

Abstentions: none

2. Approval of the Consent Calendar

Motion to approve: Greta Brownlow

Seconded: Joe Feldman

All in Favor: Joe Feldman, Shady Shahid, Veda Bartlow, Greta Brownlow, Patricia Murillo, April Angeles

All opposed: none

Abstentions: none

3. Public Comment

No comments from the general public.

4. Staff Report (Discussion/Information)

- Reflection on the comments that were made during the Staff/Board mixer especially around the needs of the students and staff.

5. Student Report (Information/Discussion)

- Student who joined us during the August Governing Committee meeting has experienced a change in her schedule and is not able to meet on Wednesdays anymore.

6. Directors' Report (Information/Discussion)

- Staffing Changes: Unexpected leave of a 10th grade Humanities Coach. Currently, searching for a replacement.
- Student Retreat: New location for student retreat this year and had more students attend than any of the previous years.
- COST: Weekly COST meetings being held.
- Assessments: On track with assessment schedule. Review Math and Reading Data in order to make decisions based off the needs.
- College Access: Several college trips with 12th grade students to surrounding universities and colleges.
- Enrollment: Enrollment as of 10/11 is at 181 and ADA is at 169.
- News: Joined Enroll Oakland Charter
- Math: What are promising practices for struggling students in Math?
- Reading: Need to find tools that can work with below basic students in Reading that is not harm self-esteem of a teenager.

7. Revised Alt Grad Plan (Information/Discussion)

- Presentation on behalf of the Director's of what the Alternative Grad Plan is and how it can be implemented at AIAHS.
 - Currently, AIAHS focuses on the CTE pathway, provides post-high school meaningful career opportunities, has UC/Cal State-bound students, and a lot of students attending community college after graduation, which is a very diverse range of needs that require different grad plans. The Alt Grad Plan can help fulfill some of those needs.
 - Propose that 11th grade students will receive a series of workshops to help them select a post-high school career or pathway and then make a decisions as to which grad plan they will pursue.
 - 5th and 6th year students along with Newcomers are very successful with the Alt Grad Plan.
- Board Questions and Comments:
 - What implications will this have on the AIAHS program model? What happens to the nature of the school if this is implemented? Who do you want to be as a school? Who do you want to serve?
 - How does this impact what classes a student needs to take in HS? And where will they end up after graduation?
 - What percent of students graduating would fall into an Alt Grad Plan?
 - Assume $\frac{1}{3}$ of students will probably elect.
 - Concern around the intent of this policy being misunderstood. It can be a potential disservice to them. It's good that you have to be approved into this program. We can cap the number of students.
 - Does it serve the staffing? Will it thin the current staffing set-up?
- Next step: Look at capping the alt grad plan enrollment. Look at who would best qualify for this program. Think about how we present this to students and our responsibility as a staff on how they are choosing into this.

8. Board Comments on Non-agendized Items

- Shady: Create milestones to address next steps and items that need to be completed. Pick 2 or 3 that are really important to complete.
- Create a Google Doc punch list with the following information:
 - Item/Date Created/Who is Responsible/Date Completed
 - Include this punch list at the back of each Agenda

9. Closing: Review Next Steps, Acknowledgements & Adjourn

Meeting Adjourned at 7:27pm

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Alternatives in Action High School

PREPARING YOUTH FOR COLLEGE, CAREER AND COMMUNITY

Alternatives in Action High School

Director's Report

November 29, 2017

Program Updates and Highlights

- Due to our recruitment efforts and higher than anticipated ADA, we were able to respond to staff feedback round technology needs and we purchased a second chrome cart.
- We hired Zhane Gay to fill the Humanities 2 position. We are in the process of applying to the California Commission on Teacher Credentialing for a waiver for her to teach this year until we are able to enroll her in Reach. Kenia Rodriguez is giving her additional coaching and instructional support for two blocks daily.
- Due to some obstacles in his credentialing process, we are applying to the California Commission on Teacher Credentialing for a waiver for Sam Garcia in order to cover ourselves while we await his completion of the CSET subject tests.
- We continue to hold weekly Coordination of Services meetings and to create individual plans to support students who were identified as at risk of failing.
- We have been able to increase our scope of student services by offering counseling services with Pollie Bith working at AIAHS two days per week.
- Successful College Write Nights
- Staff have completed home visits
- Fall Portfolio Night
- Purchased TCI History Alive curriculum for 10th and 11th grade Humanities
- Reading with Relevance donated curriculum and high interest YA books for all Humanities classrooms and trained the staff on using social emotional learning in literacy education.
- Transitioning of parent coach, Abigail Garcia. We are currently looking to hire a parent coach.

Enrollment/Recruitment and Attendance

- Enrollment is currently at 179. Average ADA for the year is at 171.
- Chronic Absenteeism (students missing 10% or more of school days) was 17.8% for Q1

Data

- Reading Inventory: 9th Grade (29 students tested)
 - 3% Advanced
 - 28% Proficient
 - 28% Basic
 - 41% Below Basic
- Reading Inventory: 10th Grade
 - Test to be administered on 11/27/17
- Reading Inventory: 11th Grade (31 students tested)
 - 3% Advanced
 - 19% Proficient
 - 29% Basic

- 48% Below Basic

We have nearly completed our first intervention cycle and will be re-assessing students in intervention for reading growth in December. Our goal is to see at least one level of growth on running records and then to see a growth of 100 lexile points on the December Reading Inventory.

- **Math Inventory: 34 students tested**

- 11% Proficient
- 3% Basic
- 86% Below Basic (students testing below basic are averaging a 3rd grade math level)

We have identified 17 students for a pull out Math Intervention to bolster basic numeracy. We are beginning with students in need of basic arithmetic skills. April has begun working with pullout groups on basic numeracy using tools from her program at SFSU. For now we have decided to purchase math manipulatives to use in the math intervention as opposed to a pre-packaged program.

- **English Language Gains pre-test**

We are using a local language development assessment to assess growth for our Newcomer students. We administered the pre-test and will give a posttest in May 2018.

- **School-wide Writing Assessment**

We administered and assessed the school-wide writing assessment. LM is using the data, broken down by writing strand, to tailor professional development on writing across the curriculum.

- **CELDT**

The CELDT test is being phased out by the state and will be replaced with the ELPAC. The state recommended that we administer the CELDT for the purpose of reclassifying our ELL students. We were able to reclassify 11 students.

Strategic Planning

- Beginning to plan for alignment of LCAP and WASC self study. We will have our WASC visit in spring of 2019. Phung and April attended a WASC training on 11/17/17. Both Logan and Phung will volunteer on visiting WASC committees this year as part of our professional development and preparation for the accreditation visit in 2019.
- Beginning to think strategically about the charter renewal process.

Facilities

- Co-Directors met with Oriana and Cierra to discuss the long-term facilities plan. We discussed adding two additional portables behind the ECEC and plans to complete the recreation space. We need to revisit this conversation with Patricia.
- See memo regarding opportunity for solar upgrade for the high school building.



Alternatives in Action

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Memo

TO: Alternatives in Action Governing Committee
From: Oriana Obligacion, Director of Operations & Finance
Date: November 2, 2017
Re: Prop 39 update

In 2015, we received a grant from Prop 39 funds to support the needs at Alternatives in Action High School in regards to energy efficiency.

Background:

Alternatives in Action High School's move to its current location came with its trials. There was no heating or AC in the space and students experienced 2 weather extremes of either very hot, or very cold.

AIA staff worked diligently to secure funding to support an energy efficiency plan that would provide adequate temperatures through a newly built HVAC system within the building. Through this funding, we set out a plan to install systems in each classroom as well as the office spaces with brand new state of the art systems that could be individually controlled based on the classroom needs. In this plan, there was also a target to have solar panels installed and new lighting fixtures that were much more energy efficient than the current fixtures that have been in the space for many years.

Next Steps:

In 2016, we completed the HVAC project and each space was retrofitted with the new systems. We just learned that the final funds for the plan will become available to us in January or February that will support the costs of the Solar panel installation and the lighting fixtures.

We are in the beginning phase of getting bids for these projects and are hoping to have the installs happen this summer at the latest. Ideally, I'd like to get them installed during the winter break, but this timing may be too ambitious due to weather and the work that it takes to get the contractors on board. There is currently an August 2018 completion date.

Benefits:

Currently, Alternatives in Action High School pays approximately \$600-700 monthly or \$7,200 – 8,200 a year for PG&E services. Of this, about \$10 a month is gas and the rest is all for the electrical bill. We are looking to save money for the high school with this as the bill will be reduced significantly. The hope is to get it to a \$0 monthly payment for the electrical services but less than \$50 any given month.

The funding can only go to support these projects, as they were already approved plans several years ago when the funding was first secured. We are just now getting to the point where we will complete this particular project for this funding stream.



Alternatives in Action High School
6221 E. 17th St. • Oakland, CA 94621
Phone: (510) 748-4314

Memo

TO: Alternatives in Action Governing Committee
From: Logan Manning
Date: November 15, 2017
Re: LCAP Engagement Plan

Background:

A key component of the LCAP is the school's plan to engage various stakeholders in giving feedback on school progress and action toward goals. This stakeholder feedback should be authentic, should inform decisions, and should focus on improving outcomes for youth. Last year our engagement was limited in that it took place mostly in the spring. While the parent, student, and staff feedback did drive decisions (such as purchasing the chrome cart) we could have taken more meaningful action had we collected data earlier and more often.

We have already begun to elicit parent feedback in more meaningful ways in our monthly parent meeting. Our September and October meetings were focused on hearing parent feedback around safety on and around campus. For example, we were able to co-create actionable next steps with parents and we will be adding additional security cameras on 16th street as a next step. In our November meeting we discussed chronic absenteeism and parents gave feedback about wanting more immediate and consistent communication home when youth are absent.

Next Steps:

For the 2017-2018 school year we will give parent, student, and staff surveys in the fall semester. After analyzing survey results we will hold focus groups with each of these stakeholder groups. By adding the focus groups, we can dig deeper and get more nuanced perspectives based on the themes that surface in the surveys. We plan to develop a feedback loop so that stakeholders know what actions we plan to take toward school improvement based on their experiences and feedback.

Month	Stakeholder Group	Activity
November 2017	Governing Committee	Feedback on engagement plan
December 2017	Parents	On-line/Paper Survey
December 2017	Students	On-line/Paper Survey
January	Staff	On-line Survey

2018		
January 2018	Staff	Focus groups at Mid-year Staff Retreat
January 2018	Students	Intro to Ed class will support in conducting youth focus groups based on data analysis from survey
January 2018	Parents	Focus group at January parent meeting based on data analysis from survey
February 2018	Governing Committee	During February GC meeting, we will share out findings, patters, trends, and use data for problem-posing protocol to identify action items
March 2018	Students	Intro to Ed students will report out action plan to students
May 2018	Parents, Staff, Students	End of year survey
May 2018	Full Board of AIA	Alternatives in Action High School leadership will update Board progress on 2017-18 LCAP goals and plans for the 2018-19 year.