

School Site Council Meeting/Parent Advisory Meeting  
DUNSMUIR HIGH SCHOOL  
January 5, 2022 at 4:40pm  
High School Staff/Board Room  
5805 High School Way  
530-235-9874

Site Council MEMBERS

Parents:

Brooke Cottman, Chair  
Scott Christianson  
Alt.: Open Spot

Students:

Hunter Johnson  
Tony Birimisa  
Alt: Sam Tolbert

Teachers:

Alison Howard  
Jeff Cannon, Vice-Chair  
Alt: Kurt Champe

Principal:

Ray Kellar

Classified:

Arlene Dinges, Secretary

Posting Locations:

Posted by Arlene Dinges at:  
Dunsmuir High School Office  
<http://www.dunsmuirhigh.k12.ca.us/>  
Dunsmuir Post Office

Tentative Site Council Meeting Dates:

#4: February 2  
#5: March 2  
#6: April 6  
#7: May 4

AGENDA

1. Opening

- 1.1. Call to Order
- 1.2. Roll Call.

**2. Old Business - None**

- 2.1 Approval of Minutes of November 17, 2021
- 2.2. Finalize survey and agenda for survey for January 26th Community Forum.

3. New Business

- 3.1. Continue Triennial Assessment of Wellness Policy/Plan
- 3.2. Review Technology Plan and take comments for revision
- 3.3. Review Known Data (Student Count, F-List, Attendance, Detention, CAASPP, ASVAB)
- 3.4. Review LCAP Implementation successes and areas needing additional work

4. Council Comment Period/Announcements –

- 4.1. Ray Kellar
- 4.2. Arlene Dinges
- 4.3. Other members

5. Public Comment period

6. Tentative Upcoming Dates

- Meeting #4 - / Complete Needs Assessment/ Review public comments from Community Forum/ Review new dashboard release/ Begin LCAP/ Confirm LCAP Goals and actions for next year / Review Professional Development Plan
- Meeting #5 – Draft Annual Updates for LCAP/Review LCAP 1<sup>st</sup> draft/ Plan Title I meeting./
- Hold Title I Meeting for Federal Funding and LCAP input
- Meeting #6 – Review Comments from Title I / review stakeholder info and revise and approve LCAP to go to Board.
- Additional Meetings depending on need.

6. Adjournment

Item 1.2 - Roll Call

**Item 1.2 – Roll Call**

Date \_\_\_\_\_

Members:	Print Name	Signature
	Brooke Cottman, Chairperson	
	Scott Christianson, Parent	
	Ray Kellar, Principal/ Superintendent	
	Alison Howard (Certificated)	
	Jeff Cannon, (Certificated)	
	Hunter Johnson – ( Jr. Class Representative)	
	Tony Birimisa, (So. Class Representative)	
	Arlene Dinges (Classified)	
Alternates:		
	Kurt Champe, (Certificated)	
	Sam Tolbert, (Sr. Class Rep.)	
Guests & Public:		

## Item 2.1 Minutes

Minutes of Site Council Meeting  
DUNSMUIR HIGH SCHOOL  
Wednesday November 17, 2021 at 4:00 pm

DHS Parent Advisory/Site Council

*November 17, 2021*

*Present:* Brook Cottman, Scott Christianson, Jeff Cannon, Alison Howard, Hunter Johnson, Arlene Dinges, Ray Kellar, Guest, Laurie Johnson

*Absent:* Tony Birimisa, Brook Cottman

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### 1. Opening

1.1. Call to Order – 5:18

1.2. Roll Call. – Sign in Sheet. Absent: Tony Birimisa, Jake Mekeel. Present Jeff Cannon as alternate in Mekeels' place. New member Scott Christianson present. All other members present. One Guest: Laurie Johnson.

### 2. Old Business -

2.1 - Approval of Minutes of September 22, 2021. Motion to approve as submitted: R. Kellar. Second by H. Johnson. Passed unanimously.

### 3. New Business

3.1. Begin Triennial Assessment of Wellness Policy/Plan. The wellness plan was displayed and explained, along with what a triennial assessment involves. Site council agreed to have individual members review the document in sections, and report their comments by December 16<sup>th</sup> so they can be discussed at the next site council meeting, scheduled for January 3<sup>rd</sup>. Jeff Cannon offered to review, along with Nurse Barbara Lewis and Behavior Therapist Jeremy Tacbas, the SEL, mental health aspects and basic health education. A. Dinges will approach Jake Mekeel to review the physical activity and education aspects of the document. A Dinges will approach Barbara and Jeremy. She will also approach Mr. Capps to cover the nutrition aspects – education and meal provision. Alison Howard offered to review the basic general language surrounding the above items. A Dinges will send a rubric to use in the assessment reporting.

3.2. Review Safety Plan and take comments for revision. The attendees concurred that no additions were required unless new legal restrictions are in place. They left the annual update in the hands of administrative staff. Individual review was encouraged, and comments will be accepted if there are any.

#### 3.3. Review Known Data.

- The attendance chart was reviewed, showing the direct correlation between attendance and grades. Truancy protocol was explained by Mr. Kellar. Out of the several letters sent home so far this year, only 1 parent has responded.
- GPA span was reviewed from last year's graduates.
- National Honor Society 1st quarter GPA span was reviewed – we have 15 students interested, and Ms. Mock is leading that group.
- J. Cannon stated test scores should be available by next meeting (PSAT, SAT, CAASPP).
- Grades were discussed generally in comparison to last year. B. Cottman suggested creating more forums for conversation among students – because they need the practice.

- Praise of good work was discussed as a motivator and it was revealed that most of the time students who get “student of the month” see their grades fall afterwards – resting on their laurels? Ms. Howard reminded attendees that skiing was used as a motivator and reward last year and is planned again for this year. Parents concurred this is a good idea.
- The F-list will be available at the semester break.
- Mr. Kellar introduced information regarding Powerschool – that an upgrade to Schoology will be in place after the winter break, which will enable parents to see more data in detail.

3.4. Review Implementation of all Spending Plans – Data distributed. Mr. Kellar explained that several of the actions and line items are in the works and PO’s will be processed soon. He also stated that the Spanish class from U.C. Scout should be counted as a college course, so it is already implemented.

3.5. Review survey for Community Forum. Last year’s form distributed. Comments will be taken for revision. Submit to A. Dinges.

3.6. Set Date for Community Forum – Date was set for January 26<sup>th</sup>. It will be in-person, however, to follow the suggestion of Mr. Christianson, a zoom link will be included.

3.7. Approval of comments on Parent Engagement policy and Home-School Compact. There were no comments on the Engagement Policy text. All comments from the Compact will be used to revise the compact. See Parent Meeting minutes. The draft will be reviewed and acted on at the next meeting (January 3<sup>rd</sup>). Then it will be presented to the Board of Trustees at their December 14<sup>th</sup> meeting.

**4. Council Comment Period/Announcements –**

- 4.1. Ray Kellar - None
- 4.2. Arlene Dinges - None
- 4.3. Other members - None

5. Public Comment period – No Comments

6. Meeting adjourned at 6:16. Motion by R. Kellar, Second by H. Johnson. Passed unanimously.

## Item 2.2 - Survey

# DHS Community Forum Survey January 2022

Use the questionnaire below to tell us how we are doing.

1. Who are you?

*Check all that apply.*

- Parent
- Student
- Employee
- Family member of a student
- Community member Business owner
- 

2. How well engaged in class are the students you know?

*Mark only one oval.*

	1	2	3	4	5	6	7	8	9	10	
Ignoring school	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	Working hard and attending all classes

3. Is there parent-teacher communication on a weekly basis?

*Mark only one oval.*

- Yes
- No
- At times
- Not Applicable

4. Do you have the know-how to open and use PowerSchool to see student grades and teacher comments?

5. How well has the school adapted to teaching in the COVID-19 environment?

*Mark only one oval.*

	1	2	3	4	5	6	7	8	9	10	
Not at all	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	Very well - no changes necessary

6. In your opinion, what 3 things should the school focus on to improve the educational experience?

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7. Name something the school has been successful at.

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8. Do you and your students feel safe at school? Consider building conditions, student behavior, emergency procedures, Covid protections and more. This is things like feeling safe, (physically, mentally) no weapons or drugs present, not bullied, knowing there are adults you can turn to

9. Add any additional comments you want us to hear.

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### **Item 3.1 – Triennial Assessment of Wellness Policy/Plan – Continuing Work**

This will be a process that will appear on a few of our agendas. To see the existing Wellness Policy go to our website at

<http://dunsmuirhigh.k12.ca.us/documents/District/Other%20Reports%20and%20Plans/2020-21-12.15-update-Wellness-Plan.pdf>

### **2022 Suggested Changes to Wellness Plan after review**

Change “Should” to Shall” re using food as a reward.

Consider hiring staff to supervise lunchtime activities in the gym

Add language : “The School will provide breakfast through the USDA School Breakfast Program”

Add an SEL program – describe what we placed in the Opening Plan and Pandemic/Safety plans

Ask Ms. Howard to consider putting nutrition in Anatomy/Biology

Ask Mr. Capps to consider including Nutrition in his syllabus

Discussion of future process.

### **Item 3.2 - Technology Plan Review**

This plan has to be reviewed and updated annually. It will also have input from the technology Coordinator, Alysia Garcia. Alysia has offered the following comments:

1. On pg. 12, we need to check which classrooms do have smartboards since we got the new ones in.
2. We are also updating teacher computers as well as the library computers and science lab computers this year.
3. In computer class, we are addressing digital citizenship and data in the actual curriculum this year.

All comments are considered and a draft is taken to the Board of Trustees in February.

Existing Plan can be found on our website. Please familiarize yourself with its contents and be ready to offer comments. We will review draft at our next meeting.

<http://dunsmuirhigh.k12.ca.us/documents/District/Other%20Reports%20and%20Plans/2021-24%20Final%20approved%20Tech%20Plan.pdf>

### **Item 3.3 – Review Known Data**

**Unduplicated Student Count.** These figures are part of the calculations for funding from LCFF, and will be distributed and shared at the meeting.

**F-List -18 students (29%)**

**Honor Roll – 29 students (47%)**

**Attendance – Provided at meeting**

**Detention/Suspension – Provided at meeting**

**CAASPP – Provided at meeting**

**ASVAB – Provided at meeting**



**Item 3.4 –LCAP – Discuss what actions have been successful.**

Begin discussion of goals for next year, based on Data we have seen.

Refer to Slides for Community Forum as an outline.