

## Norms

Arrive on-time and end on time; NO side conversations; Lean in to the conversations and offer solutions;  
Come prepared; Send agenda items ahead of time; Follow the agenda; No side bars;  
Start with good things and/or celebrations

## Edison High School Management Meeting

August 28, 2017

9:00AM – 10:30AM

- I.) Intro
  - a. Name a characteristic that you appreciate in a coworker
  
- II.) Culture and Climate (BTSN)
  - a. Athletics
    - a. Football vs Reno at FCC at 7:00
      - i. Lots of gate duties for supervision
    - b. Frosh Football on Thurs at 3:00
      - i. May need additional assistance for supervision
    - c. Last week at Bakersfield- Football looked great even with a less than ideal outcome
      - i. Great job, Coach Murray!
  - b. Safety
    - a. Senior passes
      - i. September 15<sup>th</sup> apps are due- passes will be distributed the following week
    - b. Graffiti in boys bathrooms
    - c. After school supervision has been running great
    - d. ASP starts today- help push students to classrooms
    - e. Construction will start on tennis courts Sept 14- no tennis gate supervision needed after that for the remainder of the semester
  - c. Campus Culture
    - a. Back to School Night- Sept 6<sup>th</sup>
      - i. Senior meeting after
        - 1. Hand out transcripts and bills
        - 2. Brief overview of grad reqs, A-G, college, FAFSA info
      - ii. 1<sup>st</sup> time AP student meeting during senior meeting
      - iii. EHS gear will be sold
      - iv. Brad working on performances
      - v. Jostens dates TBD
      - vi. Padilla's class will help distribute schedules
      - vii. Booths for PTA, Jostens
    - b. Senior Grad Night date is flexible June 1<sup>st</sup>, 2<sup>nd</sup>, or May 22<sup>nd</sup> due to Disneyland changes
    - c. Club Rush
      - i. 24 clubs signed up
    - d. Sept 15- Senior Sunrise
    - e. Mini pep rally before school on Friday morning at 8:30

- f. Homecoming theme has been decided
- d. Climate and Culture
  - a. Sept 15<sup>th</sup>- first extended lunch for teacher luncheon
  - b. We Act Meetings- student advisory panel to be created to help create lessons and provide feedback
- e. Facilities
  - a. Hired Ruben Robles
    - i. Event set up will go through him
  - b. W117 speakers are being worked on
  - c. New Night Lead- Jose Gonzales
  - d. Measure X plans are beginning which will require community meetings
  - e. Communicate with AS classrooms to relocate during hot afternoons
- f. Cafeteria
- g. Main Office
  - a. New office assistant starting next Tuesday in Admin South

### III.) Social-emotional

- a. Counseling
  - a. Survived the first two weeks!
  - b. Processing ERC referrals and finalizing schedule changes
  - c. ERC information distributed regarding:
    - i. SPED support and Phoenix
    - ii. New HHI application
  - d. Magnet Night date needs to be changed
  - e. FAS apps due Wednesday
  - f. 10/12 team:
    - i. 12<sup>th</sup> grade presentations week of Sept 4
    - ii. Reminders send to all seniors that have night signed up for SAT/ACT
    - iii. FSA ID night
    - iv. Use IPG tenants 1 and 3 during presentations
- g. AP
  - i. Passing out shirts to students who earned a 3 or higher
  - ii. Students who earned a 5 need to be celebrated
    - 1. Need ideas for celebration in October
    - 2. 110 earned- 67 are current students
  - iii. Advertise and pump students up for AP testing during the lead up to test
  - iv. Andrea will send article regarding successful habits of AP students
- h. EL placement by Erica, Rosa, and Janessa is solid!
  - i. Some students will be eligible to retake the CELDT test for re-designation
  - ii. Students that are re-designated should be celebrated as well
- i. Many students are needed to help with upcoming conferences and fieldtrips
  - i. 11<sup>th</sup> and 12<sup>th</sup> grade students that aren't typically involved

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- ii. Spreadsheet will be created to help reach out to students for teachers and counselors to help recruit

- b. RC

- a. 3 students that are repeatedly visiting RC- Admin to work to find creative solution
- b. Need more Tshirts for dress code violators

- c. Psychologist

- d. Social-Worker

- a. Student stakeholder meeting will discuss suicide prevention policy
  - i. Looking for 3-4 students to help provide input
  - ii. Sept 6
  - iii. Send names to Anicia

- e. Nursing

#### IV.) Academic

- a. ILT

- a. Lead district meeting on Wednesday

- b. Pathways

- a. Dual enrollment for juniors in Green and Engineering
- b. Pull list of all student enrolled in dual enrollment to help with college transcripts next year
- c. BioMed kickoff this week
- d. CTE Advisory is this week at McLane
- e. Setting up meetings with middle schools to set up vertical articulation
- f. Working on fieldtrips

- c. PLUS Team

- a. Covering 8 days for math/English
- b. Pushing in to class to help support in small groups
- c. Aug 30-31 PLUS retreat

- d. Testing

- a. Interim Assessment coming up

#### V.) Closing

**Supervision Week: Team C (Munoz/Aaron)**  
**Reengagement Center (Week): Aquino**

August 28 - September 2, 2017

Academic and Instructional Activities

|                  | Activity   | Location                             | Time                           |
|------------------|--|--------------------------------------|--------------------------------|
| <b>Monday</b>    | Management Meeting<br>Admin Team Meeting                   | W Bldg conf. rm<br>North admin       | 9:00 – 10:30am<br>3:30 -5:00pm |
| <b>Tuesday</b>   | Focus Lead Meeting   | W Bldg Conf rm                       | 3:00 – 4:00pm                  |
| <b>Wednesday</b> | PL (IPG Activity) Faculty meeting<br>District Lead Meeting | W117<br>Cafe                         | 2:45 – 3:45pm<br>3:30 – 6:30pm |
| <b>Thursday</b>  |  |                                      |                                |
| <b>Friday</b>    | Accountable Communities                                    | TBD by AC Lead<br>7th TBD by AC Lead | 7:50 – 8:50am<br>8:44 – 9:44am |

*One Tiger, Many Voices*