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# Board Cover Memorandum

**To** Measure G1 Districtwide Teacher Retention and Middle School Improvement Act Oversight Commission

**From** Middle School Network

**Meeting Date** April 9, 2024

**Subject** Bay Area Technology School 2024-25 Measure G1 Application

**Ask of the Commission** Approve the Bay Area Technology School 2024-25 Measure G1 Application

**Discussion** Middle School Network is open to questions from the commission regarding the Bay Area Technology School 2024-25 Measure G1 Application.

**Fiscal Impact** The recommended amount is **\$67,360**. It's coming from resource 9332 - Measure G1.

**Attachment(s)** Grant application attached.





**2024-2025  
 Measure G1 Application**

**Due: March 14, 2024**

*Allocations are provisional subject to Board approval*

## School Information & Student Data

<b>School</b>	Bay Area Technology School	<b>School Address</b>	8251 Fontaine Street Oakland, CA 94605
<b>Contact</b>	Seth Feldman	<b>Contact Email</b>	sfeldman@baytechschool.org
<b>Principal</b>	Dalia Cassandra (interim)	<b>Principal Email</b>	dcassandra@baytechschool.org
<b>School Phone</b>	510-382-9932	<b>Total Number of Students</b>	325
<b>Recommended Grant Amount<sup>1</sup></b>	<b>\$67,360</b>	<b>2022-23 CALPADS<sup>2</sup> Enrollment Figure (grades 6-8 Oakland residents only)</b>	144
		<b>2023-24 LCFF<sup>3</sup> Enrollment</b>	124

Student Demographics (%)				Measure G1 Team	
English Learners	20.16	Asian/Pacific Islander	0.81	Name	Position
LCFF	87.90	Latinx	70.16	Seth Feldman	Executive Director
SPED	20.16	Black or African-American	24.19	Caitlin Emig	Chief of Staff
		White	1.61	Gail Williams	SPED
		Indigenous or Native American	0	Dalia Cassandra	Dean
		Multiracial	3.23	Kristine Ilochi	MS Teacher
				Christopher Norman	MS Teacher

<sup>1</sup> Allocation of funds will be based on the prior year 20-day count for 6-8 enrollment multiplied by the LCFF % and total funds collected from tax revenue.

<sup>2</sup> The California Longitudinal Pupil Achievement Data System (CALPADS) collects various about students, including school enrollment. Each fall, around early October, all schools in California submit enrollment figures into the CALPADS system which becomes the official count for that school for that year.

<sup>3</sup> Under the Local Control Funding Formula, the following categories of students receive additional funding: English learners, students in foster care, students eligible for the free- and reduced-lunch program.

<b>Chronic Absence (Include raw number and percent)</b>				
	2021-22 raw number (%)	2022-23 raw number (%)	2023-24 raw number (%)	2024-25 Goal raw number (%)
Student Population Overall	33%	33%	20 (16.13%)	10 (7%)
Asian/Pacific Islander	0	0	0	0
Latinx	27	26	13 (10.5%)	10 (7%)
Black or African-American	24	22	6 (4.84%)	5 (3%)
White	0	1	1 (0.81%)	0
Indigenous or Native American	0	3	0	0
English Learners	12	22	7 (5.65%)	5 (3%)
Students w/ IEPs	12	24	7 (5.65%)	5 (3%)
Free/ Reduced Lunch Students	39	52	8 (6.45%)	6 (4%)

## Metrics

(all data points are required)

<b>Electives (Include raw number and percent)</b>					
Metric	Area	2021-22 raw number (%)	2022-23 raw number (%)	2023-24 raw number (%)	2024-25 Goal raw number (%)
Number of students taking elective courses.	Art	154	154	144	150
	Language	0	0	30	30
	Music	0	0	0	0
Number of students participating in non-course experiences (e.g. after-school program)	Art	83	87	69	80
	Language	0	0	0	0
	Music	0	0	0	0

<b>Positive &amp; Safe Culture (Include raw number and percent)</b>				
Metric	2021-22 (%)	2022-23 (%)	2023-24 (%)	2024-25 Goal (%)
<b>Average Daily Attendance Date of Figure: 3/11/2024</b>				
Asian/Pacific Islander	94.28%	95.26%	97.43%	98%
Latinx	91.01%	91.25%	93.98%	95%
Black or African-American	93.29%	93.47%	93.51%	95%
White	88.35%	90.80%	94.75%	95%
Indigenous or Native American	0	0	0	0
English Learners	85.90%	88.95%	93.42%	95%
Students w/ IEPs	86.75%	87.41%	94.00%	95%
Free/ Reduced Lunch	87.30%	90.99%	94.60%	95%

Metric	2021-22 raw number (%)	2022-23 raw number (%)	2023-24 raw number (%)	2024-25 Goal raw number (%)
<b>Suspended Students Date of Figure: 3/11/2024</b>				
Asian/Pacific Islander	0	1	0	0
Latinx	1	12	1 (0.81%)	1 (1%)
Black or African-American	11	17	3 (2.42%)	3 (2.5%)
White	0	0	0	0
Indigenous or Native American	0	0	0	0
English Learners	0	6	1 (0.81%)	1 (1%)
Students w/ IEPs	2	6	1 (0.81%)	1 (1%)
Free/ Reduced Lunch	12	30	2 (1.61%)	2 (2%)

Student Retention from 5th Grade to 6th Grade				
Metric	2021-22	2022-23	2023-24	2024-25 Goal
6th Grade Enrollment	56	53	23	40

## Community and Staff Engagement

Community Engagement Meeting(s)	
Community Group	Date
Science Fair--all school	3/9/2024
<a href="#">Coffee with the Principals</a>	2/23/2024
<a href="#">Coffee with the Principals</a>	10/13/2023
<a href="#">Coffee with the Principals</a>	11/17/2023
<a href="#">Coffee with the Principals</a>	1/26/2024
<a href="#">Coffee with the Principals</a>	12/15/2023

Staff Engagement Meeting(s)	
Staff Group	Date
<a href="#">All Staff</a>	2/28/2024
Middle School Meetings	<a href="#">12/6/23</a> ; <a href="#">1/31/24</a>

<a href="#">Music (Rubric)</a>	2022-23	2023-24
<i>Access and Equitable Opportunity</i>	N/A	N/A
<i>Instructional Program</i>	N/A	N/A
<i>Staffing</i>	N/A	N/A
<i>Facilities</i>	N/A	N/A
<i>Equipment and Materials</i>	N/A	N/A
<i>Teacher Professional Learning</i>	N/A	N/A
<a href="#">World Language (Rubric)</a>	2022-23	2023-24
<i>Content and Course Offerings</i>	N/A	Sustaining

<i>Communication</i>	N/A	Sustaining
<i>Real world learning and Global competence</i>	N/A	Developing
<a href="#"><u>Art (Visual Arts, Theater, and Dance)</u></a>	<b>2022-23</b>	<b>2023-24</b>
<i>Access and Equitable Opportunity</i>	N/A	Basic
<i>Instructional Program</i>	N/A	Entry
<i>Staffing</i>	N/A	Basic
<i>Facilities</i>	N/A	Basic
<i>Equipment and Materials</i>	N/A	Quality
<i>Teacher Professional Learning</i>	N/A	Basic

## Proposed Expenditures

### Guidelines

1. In the following sections, please discuss your team's plan to address the goals of G1:
  - a. Increase access to courses in arts, music, and world languages in grades 6-8.
  - b. Improve student retention during the transition from elementary to middle school.
  - c. Create a more positive and safe middle school learning environment.
2. Please explain how you plan to use the Measure G1 funds to meet the goals, as measured in the METRICS section of this proposal.
3. Add additional lines as needed.
4. The total of all items should equal the amount listed in "Recommended Grant Amount" on page 1
5. Expenditures must supplement, not supplant expenditures made from other funding sources. In other words, Measure G1 funds must be used for new expenditures, expenditures already funded from Measure G1, expenditures previously paid for by a funding source that has ended, or to pay for an expenditure that would have been cut, were it not for Measure G1 funds.

## Summary of 2023-24 Approved Expenditures

All Actual Expenditures		Budget Amount
<b>Safe &amp; Positive Culture</b>		
1	Proposed Expenditures for Positive & Safe Culture - Staff	\$5,000
<b>Electives (Art, Music, World Language)</b>		
1	Digital Photography Teacher \$25,000	\$25,000
2	Art Teacher	\$25,000

3	Art Supplies	\$8,697.87
<b>6th Grade Enrollment</b>		
1	Proposed Expenditures for Retention of 6th Graders - Equipment, Materials Supplies	\$5,000
<b>Budget Total</b>		<b>\$68,697.87</b>

## Summary of 2024-25 Proposed Expenditures

All Proposed Expenditures (from sections below)		Budget Amount
1	Proposed Expenditures for Positive & Safe Culture - Staff for 8th grade	\$5,000
2	Proposed Podcast Teacher (New class)	\$25,000
3	Proposed Video Editing Teacher (New class)	\$25,000
4	Supplies for Podcasting and Video Editing (New class supplies)	\$8,000
5	World Language Supplies (FRENCH/Chinese--new)	\$4,360
<b>Budget Total (must add up to Recommended Grant Amount)</b>		<b>\$67,360</b>

## Proposed Expenditures By Focus Area

Proposed Expenditures for Electives (Art, Language, and Music only)			
Description of Proposed Expenditures	Number of students taking a course in art, language, or music (based on the specific investment).	Number of students participating in a non-course experience in art, language or music (based on the specific investment) + frequency and amount of time spent in each activity.	Budget Amount
Introduction to Video Making/Social Media Videos	100	0	\$25,000
Introduction to Podcasting	100	0	\$25,000
Introduction to World Languages (non-Spanish speaking languages such as French, Chinese, etc..)	35	0	\$4,360

Proposed Expenditures for Positive & Safe Culture		
Description of Proposed Expenditures	Which metric will this investment impact - suspensions or average daily attendance?	Budget Amount
Based on data that we see that we received from students, staff, and families we see the impact that our positive and safe culture program is making by fostering an inviting culture and climate that supports new students. We believe that our program should be done both holistically and in regard to key academic metrics being met. Key areas of these additional efforts that we would use these monies for include the BayTech Summer SOAR program, providing social and emotional support, and Tier 1 SEL and behavioral supports. The funding for the 2024-2025 school year will be devoted to counselors and staff as well as to expanding the bridge program from 6th graders to other middle school students who have been identified as students who may benefit from the positive interactions of staff and also the structured formation of helping students to make friends.	Chronic absences, suspension rates, average daily attendance rates, school survey results for community and positive climate.	\$5,000

Proposed Expenditures for Retention of 6th Graders	
Description of Proposed Expenditures	Budget Amount
In accordance with the 2023-2024 and the 2024-2025 Measure G1 grant BayTech will pay a portion of an administrative and instructional aide salary to implement the Summer SOAR program that prepares rising 7th graders for the upcoming school year by setting the guidelines and format of a safe and positive school culture which we believe leads to the retention of these students, decreased referrals to the office, and an increase in attendance and positive behaviors. Students who participate in this program bridge from their 6th grade year to their 7th grade year and for a period of two weeks focus on study skills, scholar expectations, and enriching camp activities. As a group these students engage in team building activities, off-campus field trips, academic diagnostic testing, and partner with high school students to learn peer mentoring and conflict mediation skills. BayTech will use parts of this money to purchase equipment and supplies that support this specific retention program.	\$5,000

**Please submit your Measure G1 proposal to Cliff Hong ([clifford.hong@ousd.org](mailto:clifford.hong@ousd.org)) and Karen Lozano ([karen.lozano@ousd.org](mailto:karen.lozano@ousd.org)).**

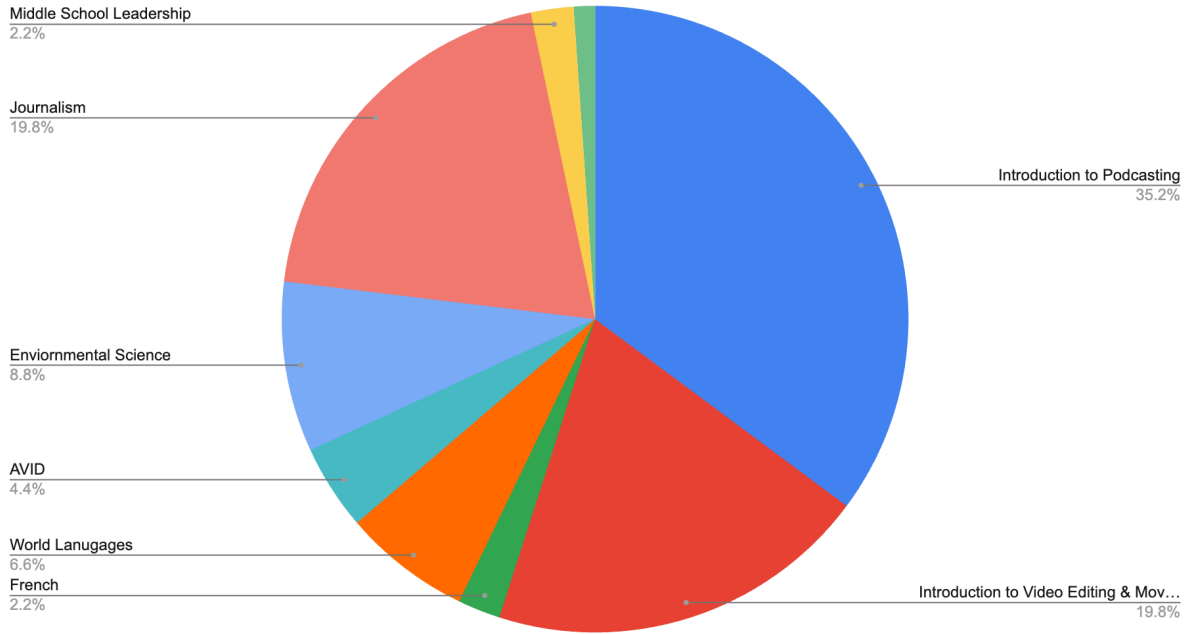
**Measure G Staff/Parent/Student Survey Results and Feedback**



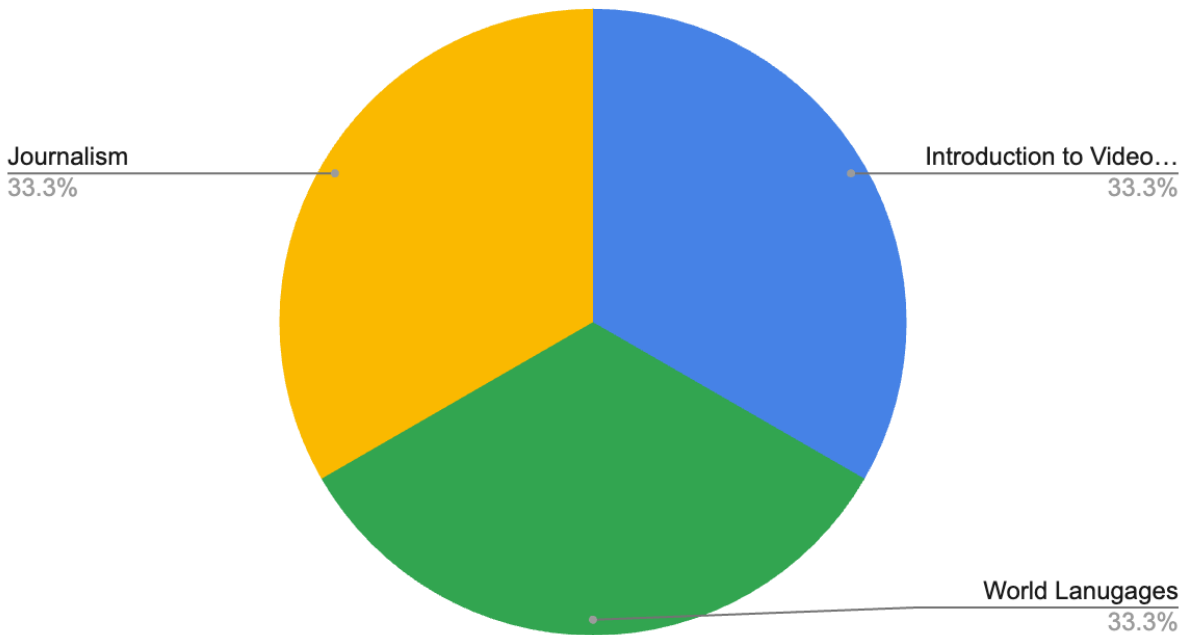
# Staff

Out of the classes that are listed above in 1-8, what 3 classes in order of preference do you think would provide MS Students with an enriching experience and why?

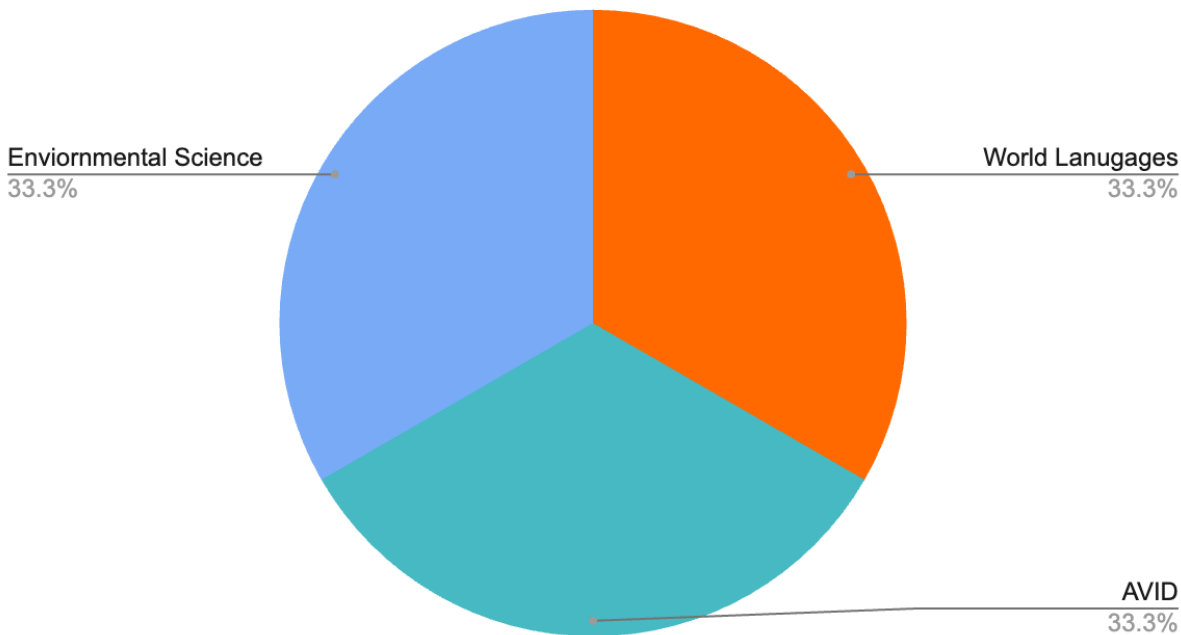
Staff Measure G 1st Choice



Staff Measure G 2nd Choice



## Staff Measure G 3rd Choice



**What one middle school offering, that is either listed or not listed, would help drive middle school retention at BayTech? We are looking to improve ADA and lower chronic absenteeism.**

- Blended version of (middle school 10-14/15 year old) video editing/podcasting & journalism. Each grade level has a specific task that they could complete (spiraling curriculum).

**What one MS class, listed above or not listed, would drive the creation of a positive school culture and climate?**

- Video editing/podcasting & journalism. By having the goals set in place for each grade level, once you get to 8th grade there is a "perk" like getting to do the BayTech News

**What one class, listed above or not listed, would offer MS students access to 21st century jobs and/or careers?**

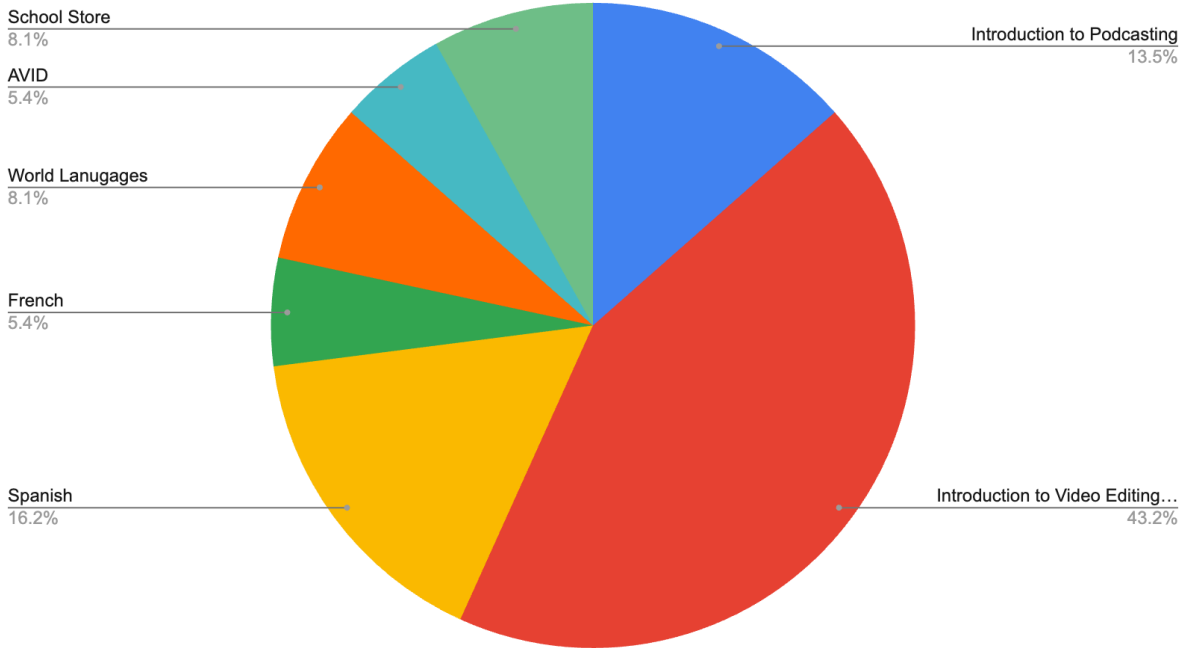
- Video editing/podcasting & journalism - The things you can do on a cell phone now is incredible and showing students how to utilize the technology that they hold in their hands everyday, and learning how to create a positive use for cell phones (using it for good) lets every student know that they have a voice and that their voice matters. They would be learning so many skills really thinking about the topics, organizing the components, etc.

**Every BayTech lesson has 4 components, (listening, speaking, reading and writing). What one class above would be the easiest to incorporate these 4 components into on a daily basis?**

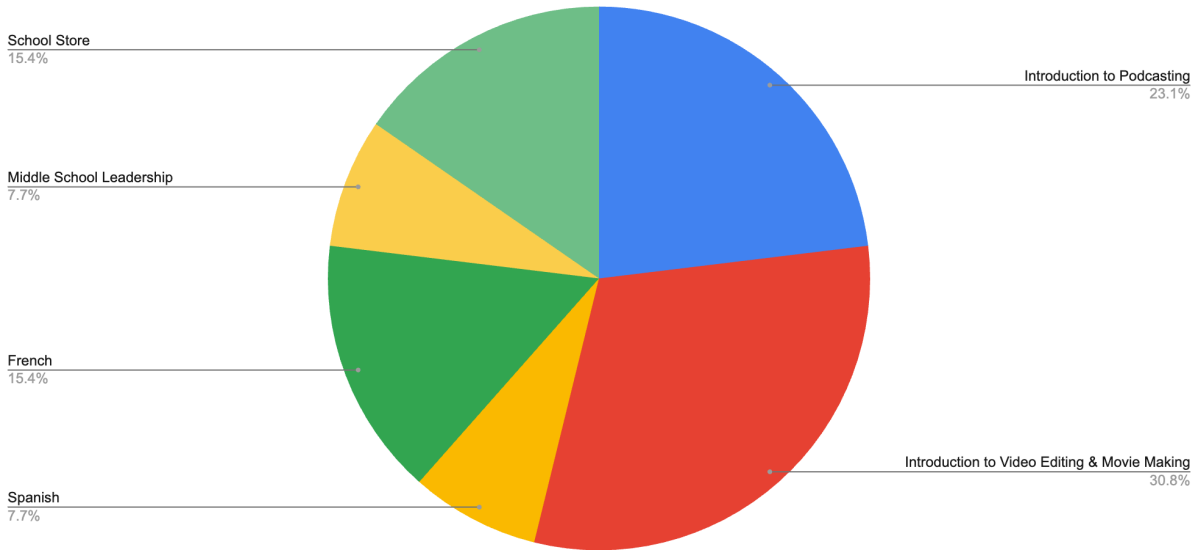
- Group 1: Journalism
- Group 2: Podcasting
- Group 3: Podcasting

# Parents

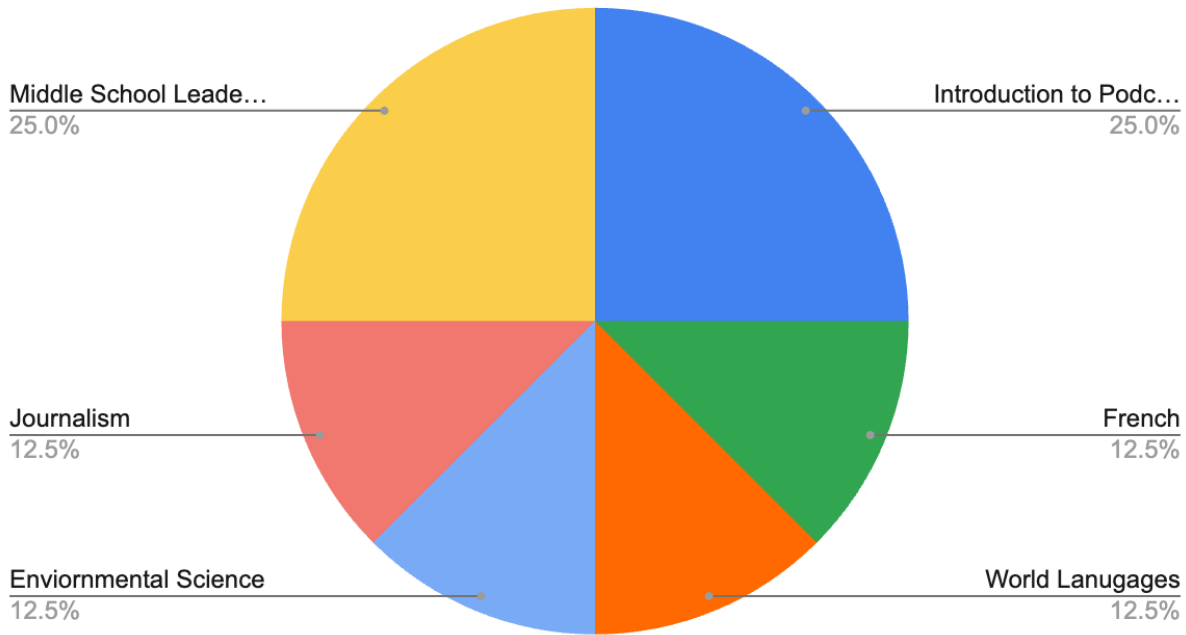
## Parent Measure G Survey 1st Choice



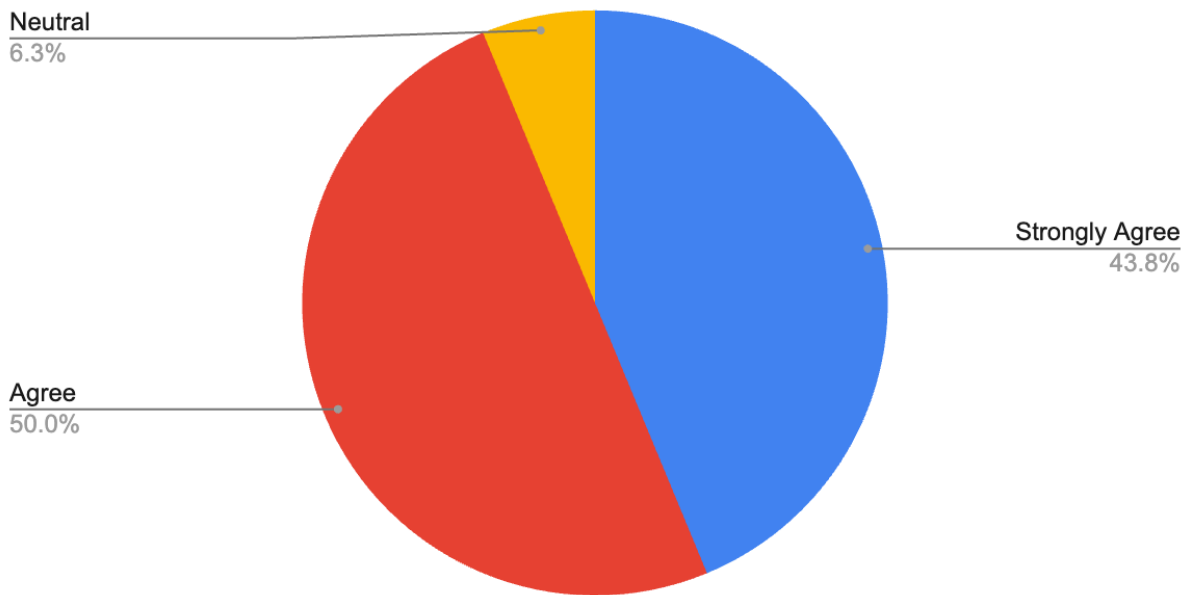
## Parent Measure G Survey 2nd Choice



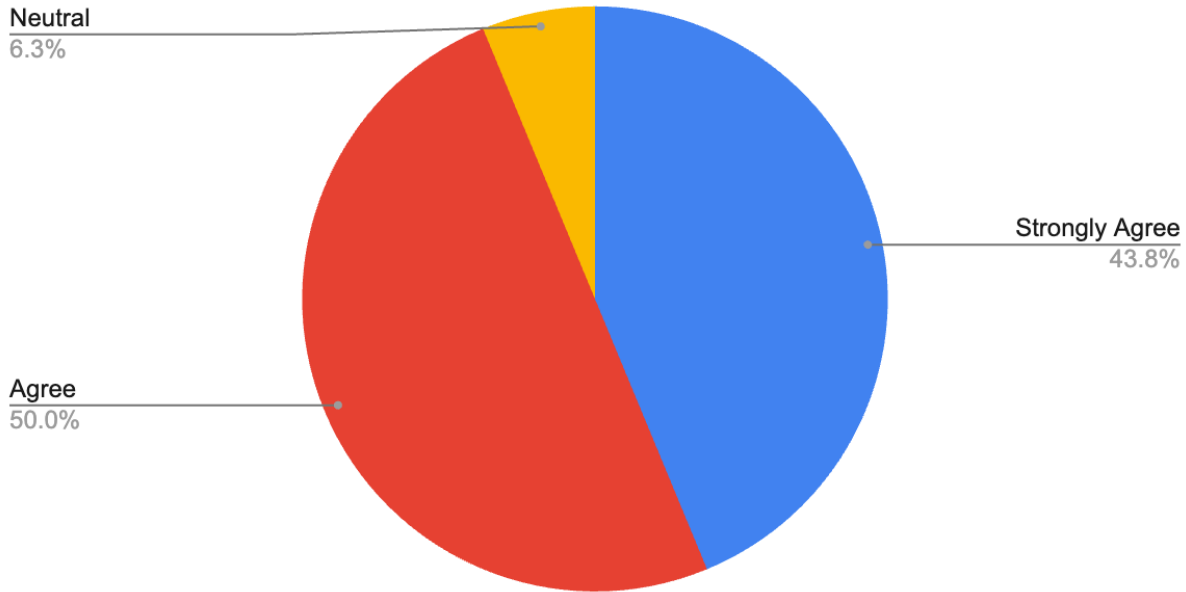
## Parent Measure G Survey 3rd Choice



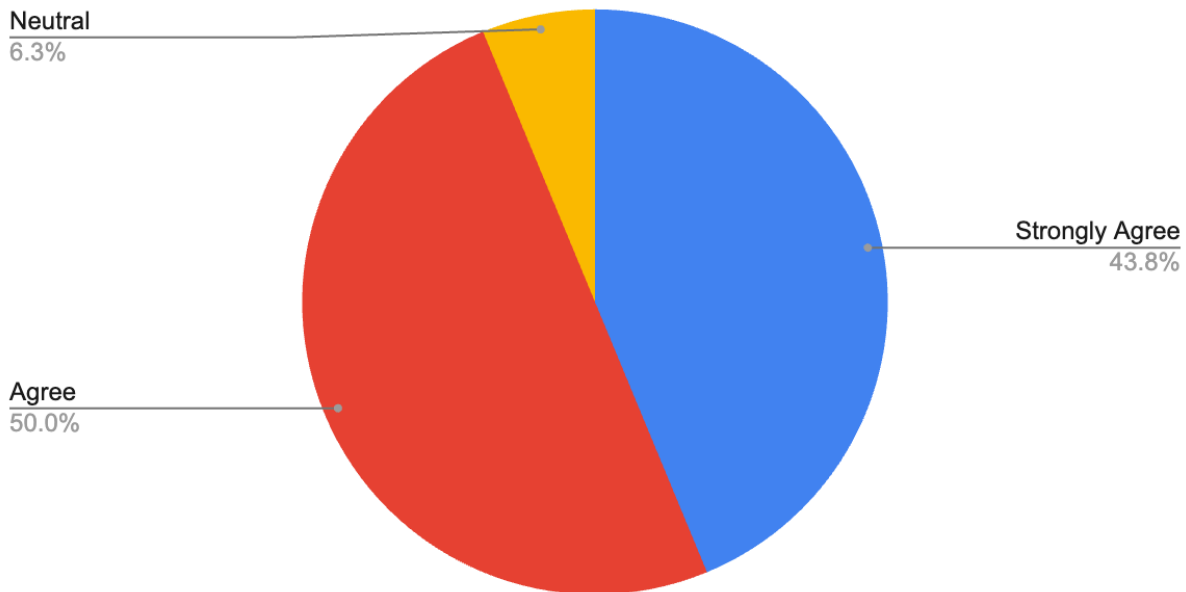
I feel that the school creates strong relationships with the students & families that attend Bay Tech.



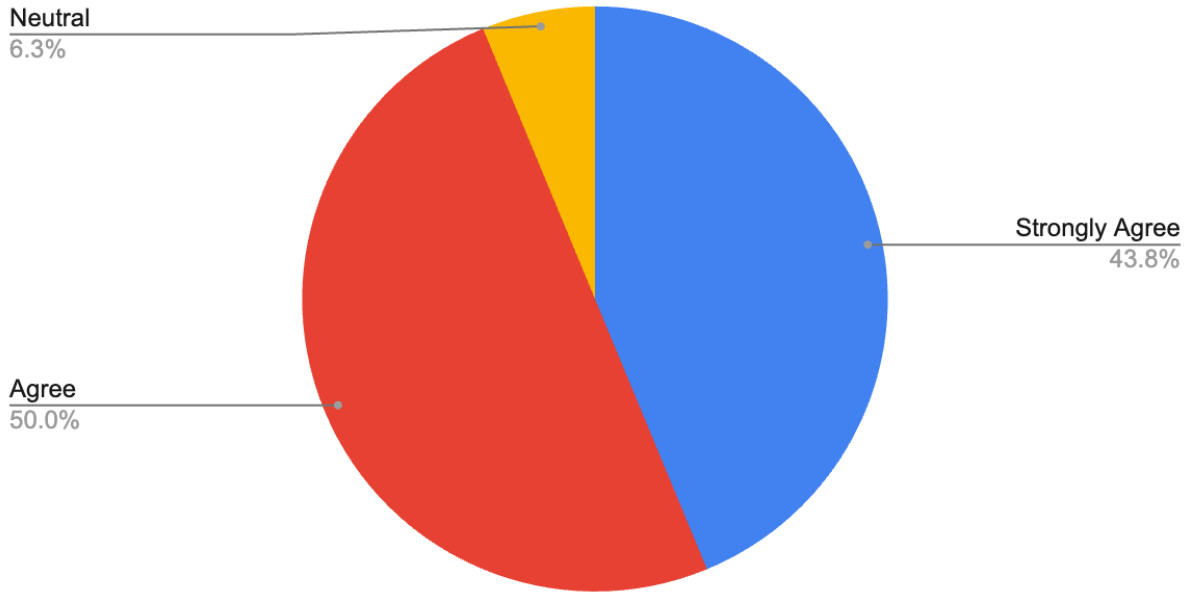
I am comfortable asking BayTech teachers or other adults for help with my student.



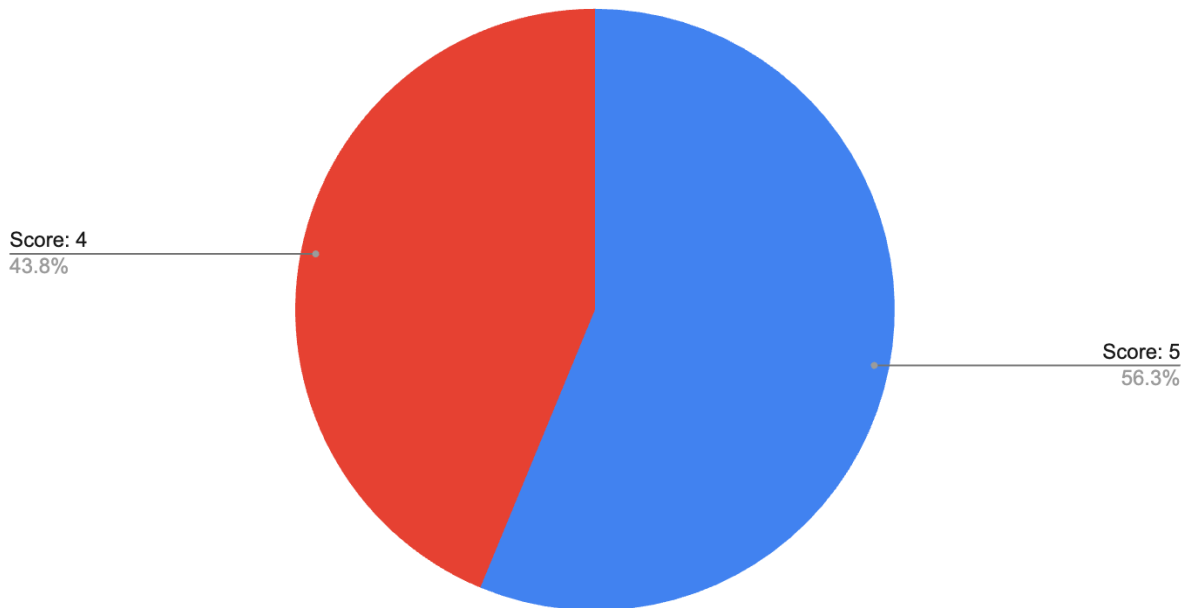
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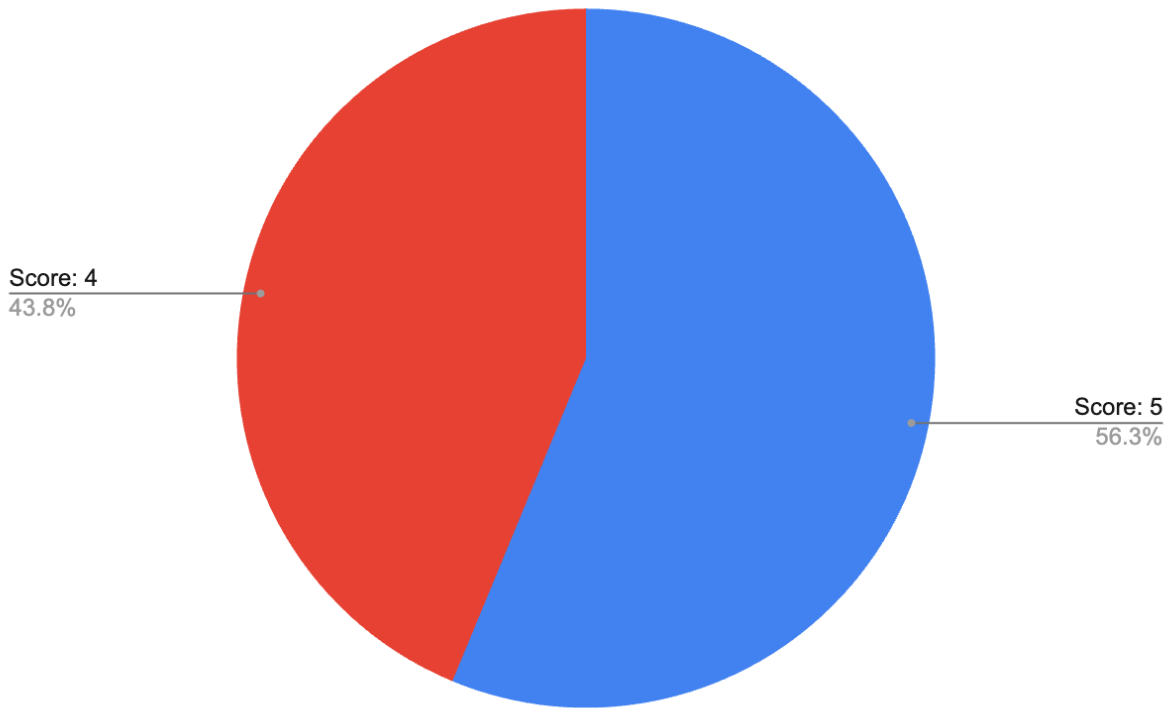
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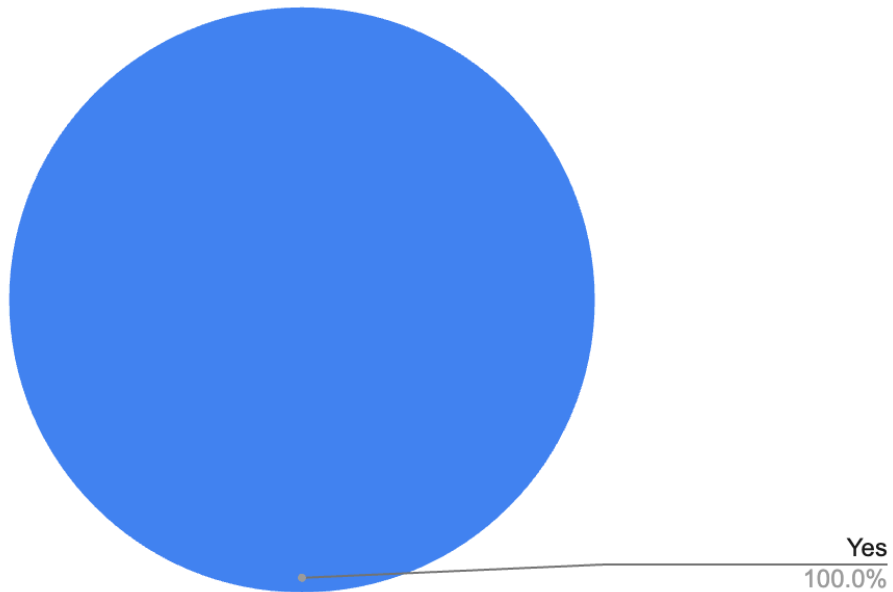
How do you feel the academic programming at Bay Tech supports your student on a scale of 1 to 5 with 1 being the lowest amount of support?



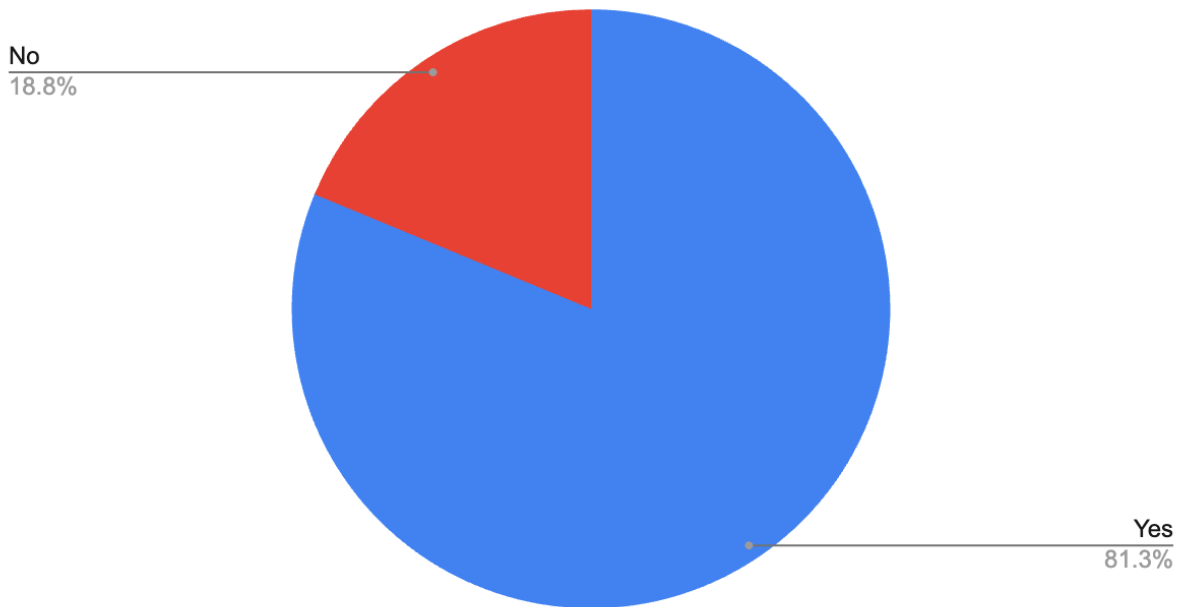
How do you feel the social/ emotional programming at Bay Tech supports your student on a scale of 1 to 5 with 1 being the lowest amount of support?



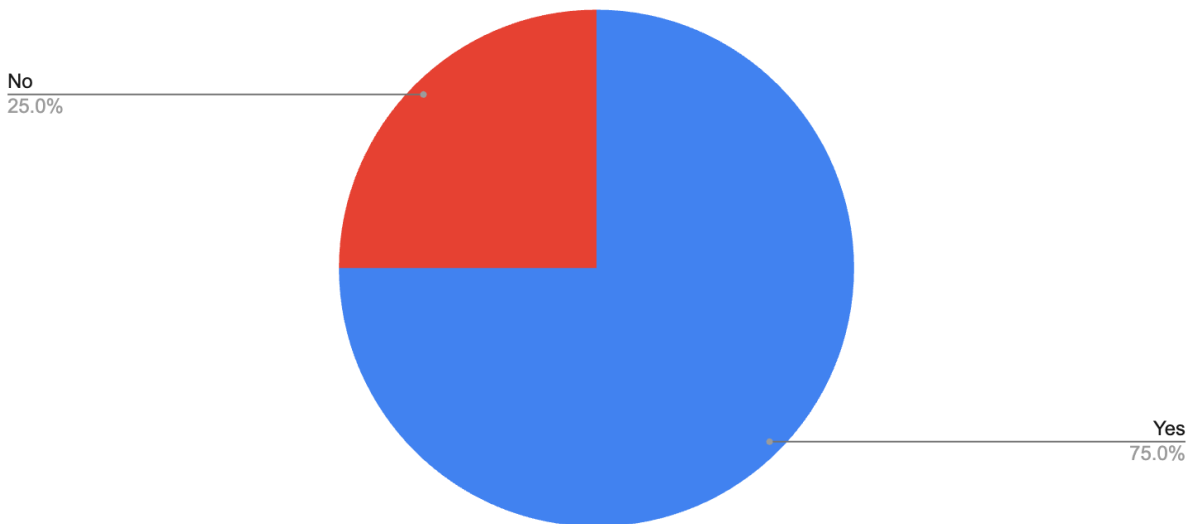
Are you satisfied and comfortable with technology resources, tools, communication, and access at BayTech?



Have you participated in school events and activities at BayTech (Open House, Back to School Night, Parent/Teacher Conferences, College Night, etc)?

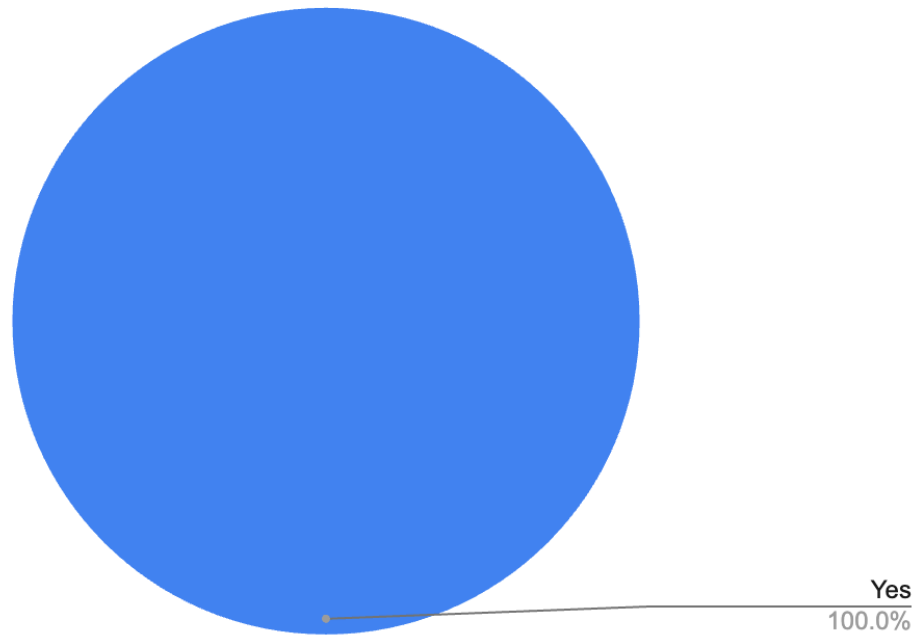


Do you have opportunities to voice your opinions and recommendations? (Coffee with the Principal, access to BayTech staff, Advocacy and Community Engagement Meetings, IEP meetings, School Board Meetings, etc.)

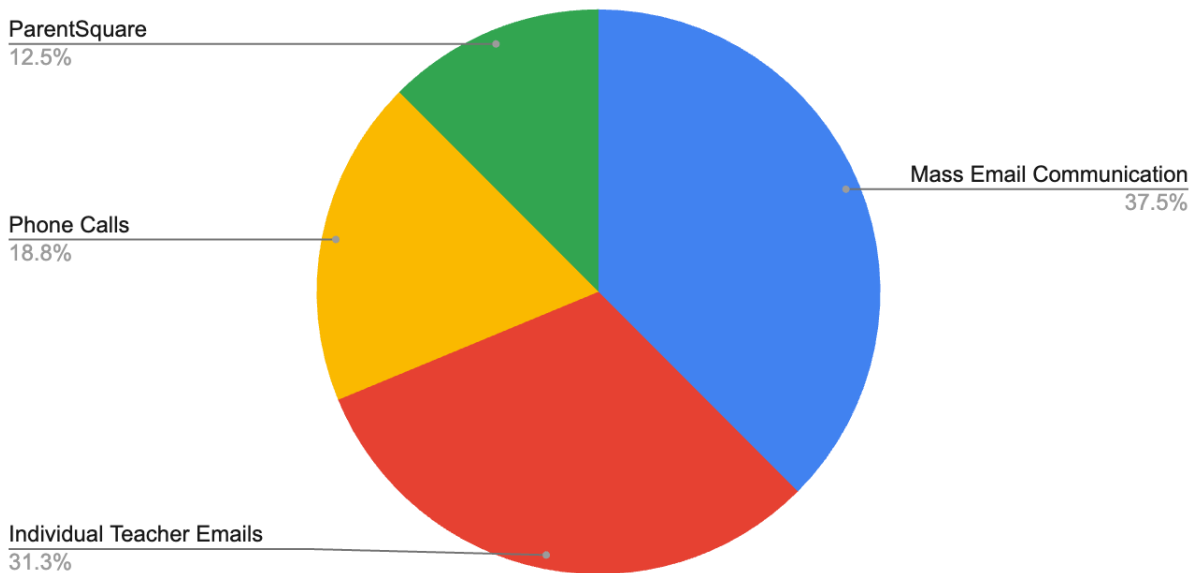




## Are you satisfied with school safety and connectedness?



## Which Communication Strategies work best for you?



### **Coffee With the Principals & Dean Meeting Minutes**

February 23, 2024

Paty Flores, Maria Hernandez, Nadia Bustos, Nayra Cardenas, Elvia Montelongo

Guests: Veronica Rivera Vega

Bathrooms

UC Berkeley After School Program

Peer Mentoring Program

How Do we address conflict between students  
How is conflict address if a staff member is involved  
Complaint Procedure  
Absences- SART/SARB  
Bereavement- what documentation is required  
Automatic calls regarding absences  
Front office staff sometimes demeanor with parents  
[Parent #1 School store and broadcasting.](#)  
[Parent #2 broadcasting and school store.](#)  
[Parent #3 School store and video editing](#)  
[Parent #4 school store and video editing](#)  
[Parent #5 french and school store](#)  
[Measure G Discussion Topics](#)

January 26, 2024

Maria Hernandez

- Guests: UC Berkeley 21st Century/School of Education
- Parents suggest holding in person meeting with CAL to discuss options for after school programming for high school students
- Virtual morning meeting
- In-person hybrid meeting
- Flyers at Drop-Off and Pickup
- QR Code to register information

December 15, 2023

Pati Flores

Mara Flores

- Attendance Incentives- free dress/raffles
- Parent club with a teacher attending meetings
- [Art- expand the types of art students can take](#)
- [Folkloric dancing, public speaking, poetry](#)
- Participate in community building
- Update parents of any changes in the area (council members/politics/etc.)

[Measure G Discussion Topics](#)

November 17, 2023

Mayra Cardenas Chavez

Elva Montelongo

Maria Hernandez

Nadia Bustas

Paty Flores

- Guest speaker: Ms. Kim, Food Service
- Move to the new school concerned about the area, homeless, liquor stores, drugs, etc.
- Prefer this area, secluded, no crime, no traffic
- [Will Transportation to the new site be provided- especially for middle school students](#)
- Parents recommend calling the city to make complaints if there are problems when we move
- Invite District 5 Rep Jorge Lemus to BT to hear parent concerns

- IReady Testing Dec.4-6 -encourage them to do their best, sleep, try, work hard,
- Field trip Permission Slip- issue- student was late turning it in, and couldn't attend, but then the trip was pushed back and the student still was unable to attend
- Parents want a lunch menu posted for them to see regularly
- Asked if breakfast items can be left out later- Ms. Kim explained that it is left until 10:30
- Regarding food service at new site permits are being requested to be able to offer fresh salad bar, smoothie machines- offer culinary classes to all students who are interested
- Would like to have a hospitality space for students to learn what's involved in cooking
- Recruitment happening at area Flea Markets- Berkeley, Laney, Coliseum
- Parents are needed to work the table
- District 5 Clean Up on Saturdays/Sundays- organized by Councilmember Noel Gallo from 830-1130- gloves, bags provided, work with Leadership Class

#### Measure G Discussion Topics

October 13, 2023

Mary Hernandez

Paty Flores

Mayra Cardenas Chavez

Elvia Montelongo

Sandra Hip

- Community Service Project
- Parent input- give all students in middle school and high school opportunities for community service activities- help around the school; soup kitchen, park clean up, adopt a senior home, or home for kids
- District 5 Candidates for OUSD School Board candidates invited to come to BayTech to speak to students and parents
- Possible parent meet with candidates
- Make up Picture Day October 23, 2023
- HS Senior Picture
- Picture quality of Jostens (parents unhappy)

#### Measure G Discussion Topics

September 15, 2023

Rosa Vaquez

Angelica Nodal

Blanca Ramirez

Paty Flores

Marni Vaca

Sandra Martinez

Maria Hernandez

Dara Sanchez

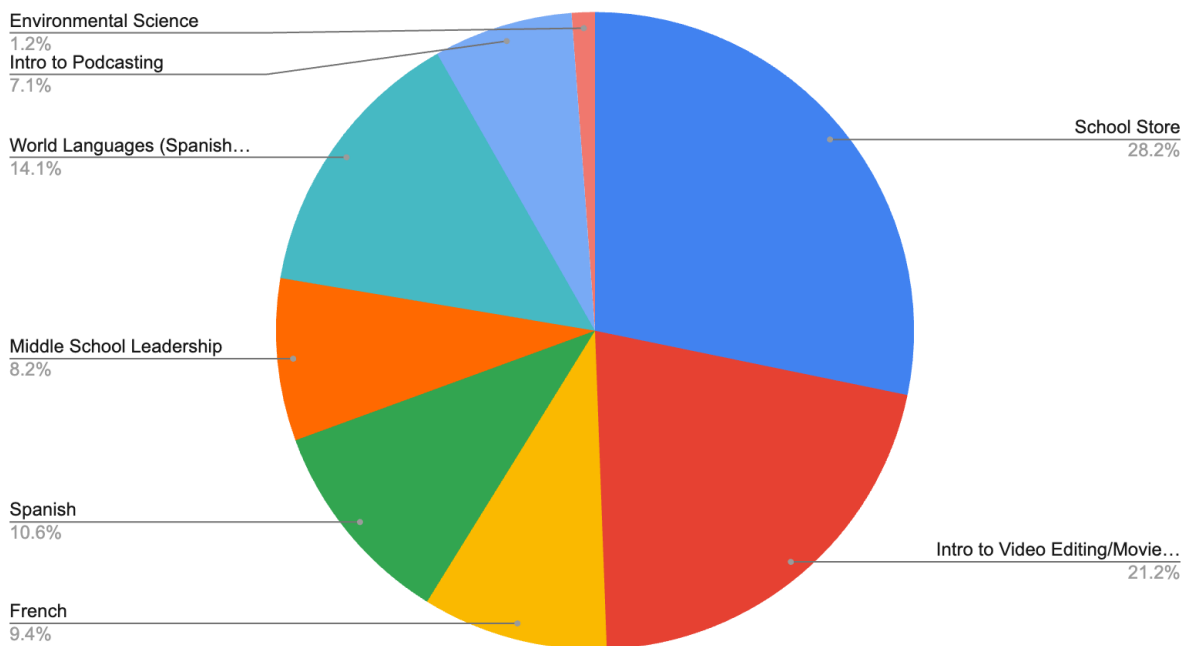
- Parents indicated they were having trouble with Parent Square notifications
- Discussion around move to new site and what it means for middle school students
- Transportation of students to the new site middle school priority and seniors
- Lunch covering needed for students at present site
- Volunteers for construction of gazebo
- More assistance with males students is needed-starting in middle school regarding career and college ideas and options

- Parents had some concerns about the school climate - friendliness of the school, notification of incidents when they happen, more communication from the school, timeliness of explanation of incidents as they happen
- Study abroad in high school
- College Track Program application due date 10/8
- Question about middle school Spanish and Spanish 1 classes
- College classes for students including middle school- how do students enroll
- More community service/internships
- Give parents more information about what we offer in HS as they prepare for decisions about middle school, high school and college or career

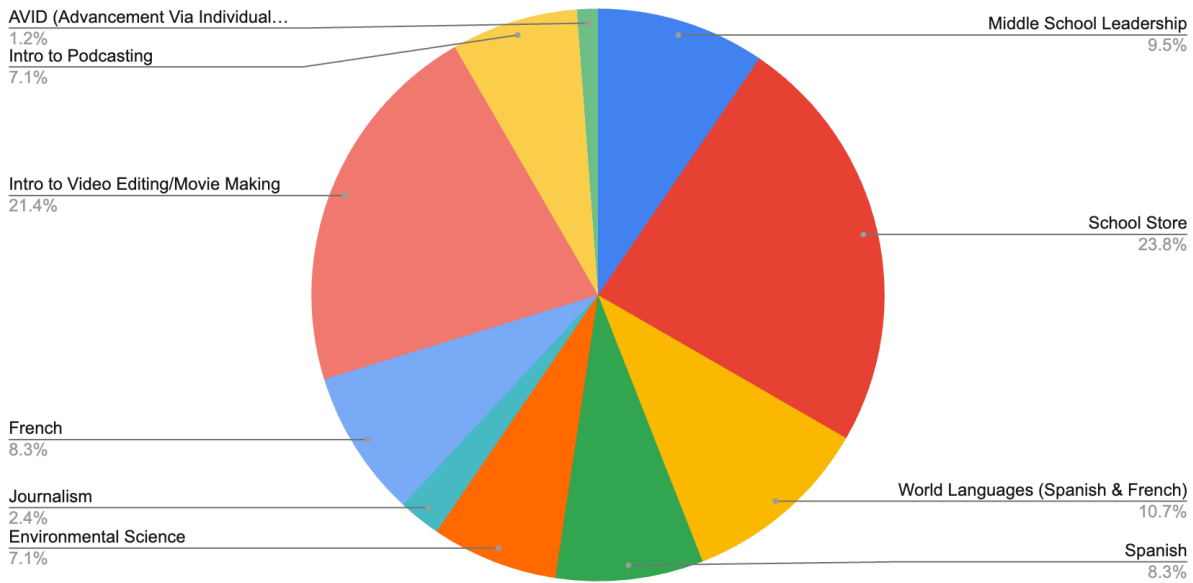
Measure G Discussion Topics

## Students

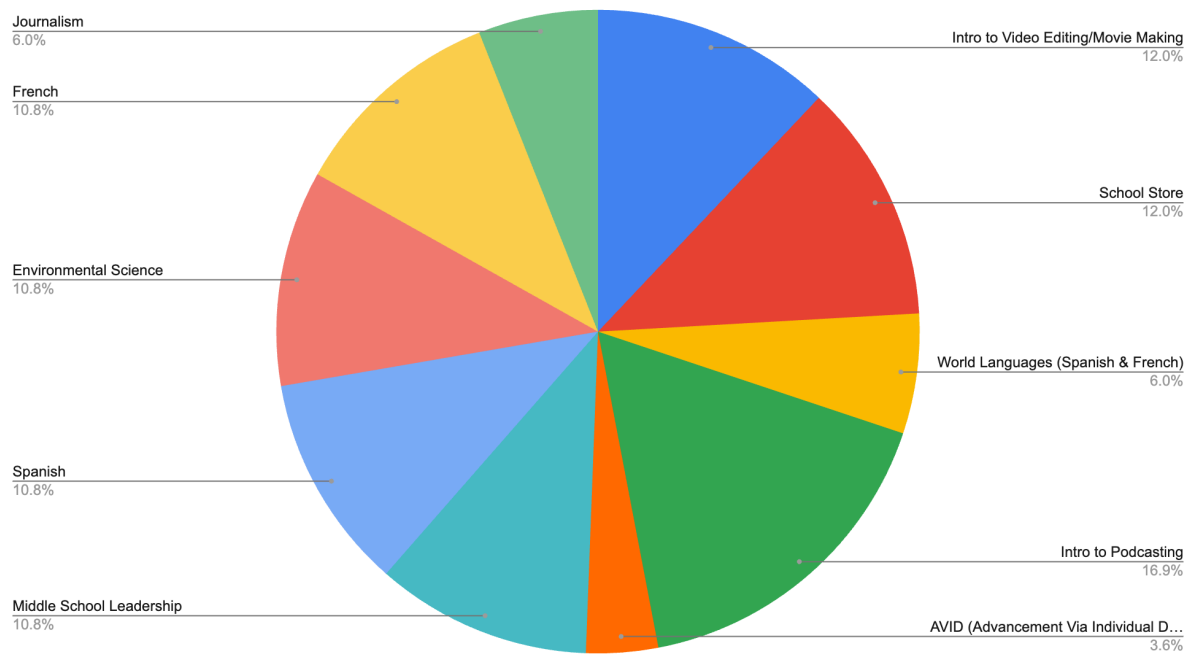
Student Measure G Survey 1st Choice



### Student Measure G Survey 2nd Choice

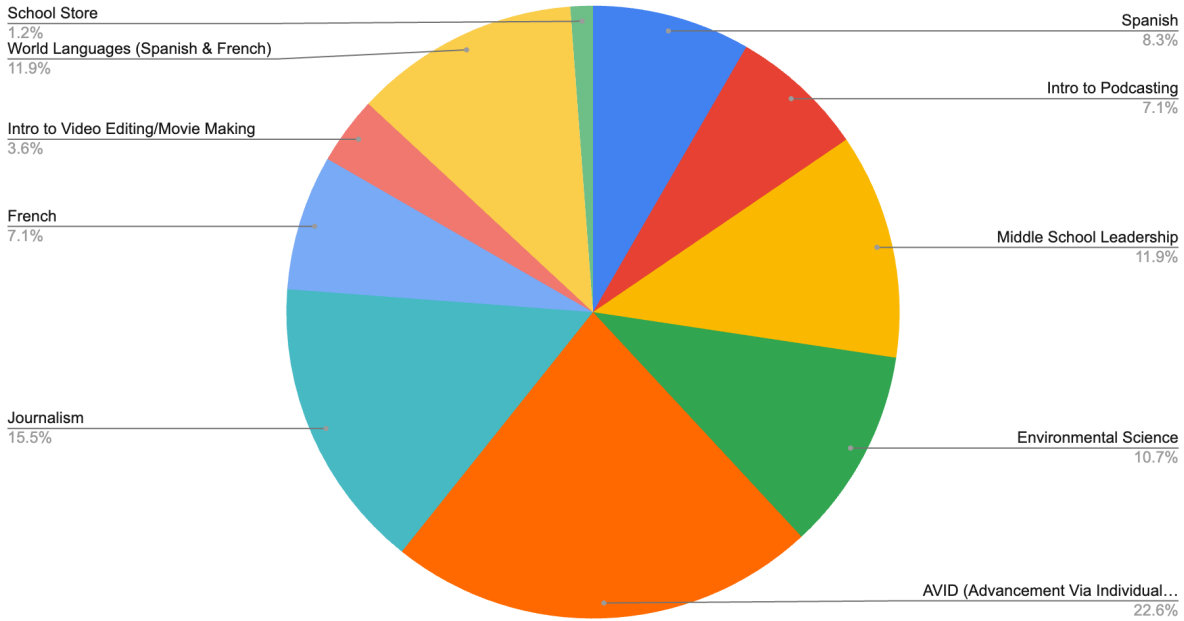


### Student Measure G Survey 3rd Choice



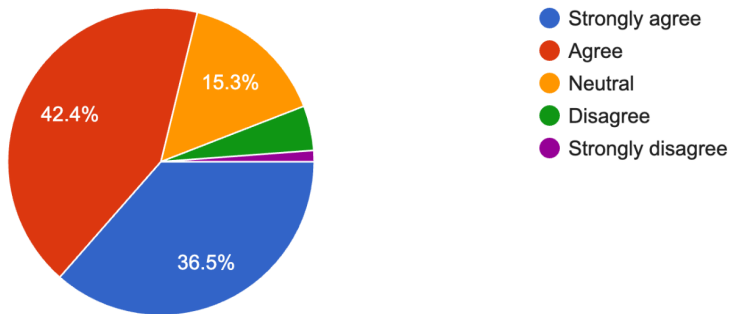
## Student Measure G Survey

What class would you NOT want to take?



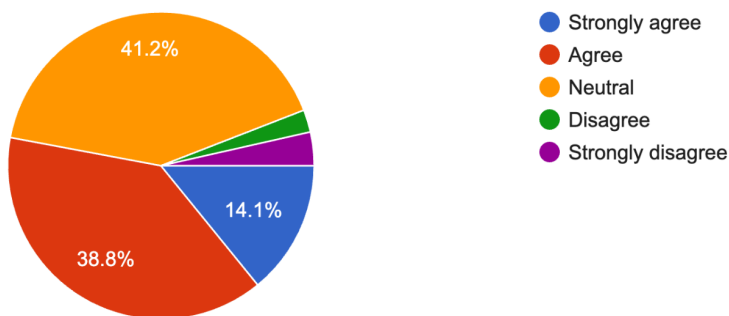
## I have friends at school that support me and care about me

85 responses



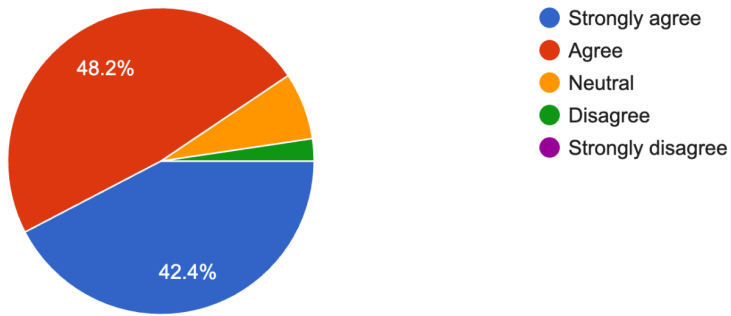
## I am comfortable asking my teachers or other adults for help with my schoolwork

85 responses



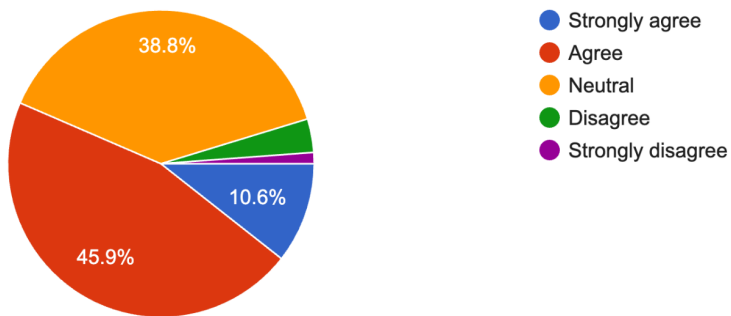
### I try hard to do well in school

85 responses



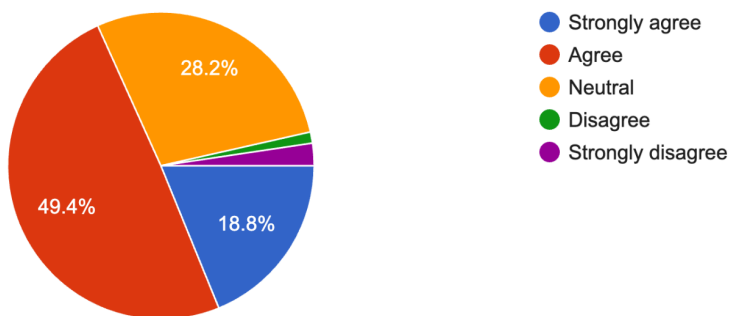
### I work hard on all assignments even if they won't affect my grade

85 responses



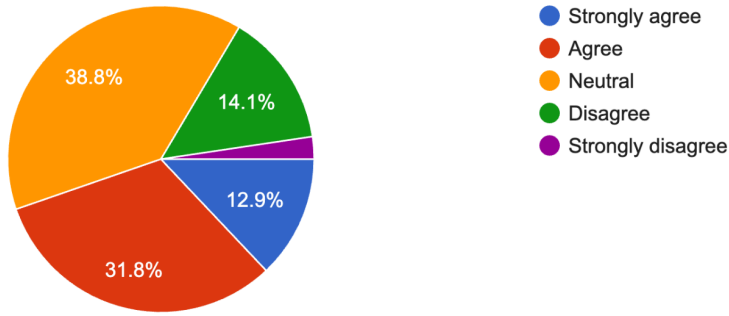
### At least one of the topics we are studying is interesting and challenging to me

85 responses



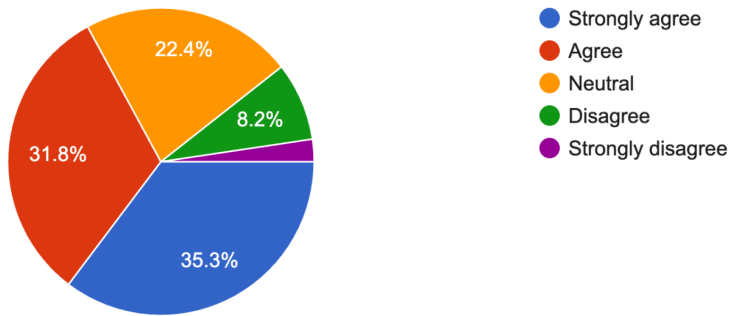
### I like the challenge of learning new things in school

85 responses



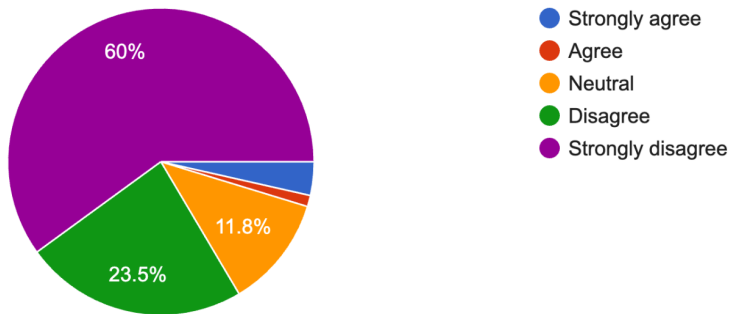
### I have access to a digital device and reliable internet access to do my schoolwork.

85 responses



### In the past 30 days I didn't eat because there wasn't enough food in my house.

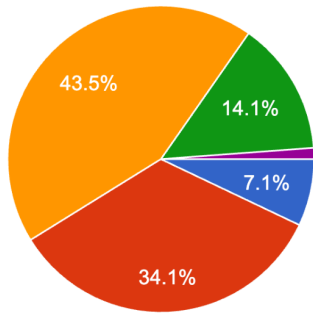
85 responses





My teachers notice if I have trouble learning something.

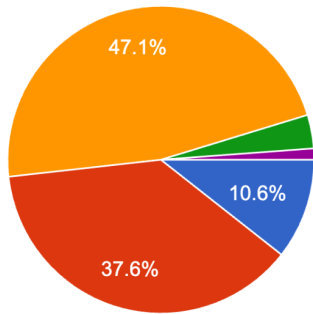
85 responses



- Strongly agree
- Agree
- Neutral
- Disagree
- Strongly disagree

What I do at school is challenging in a good way.

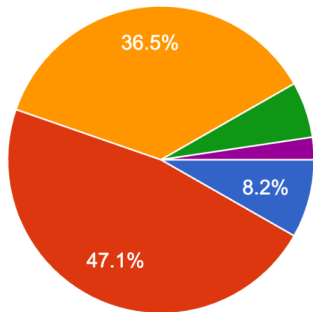
85 responses



- Strongly agree
- Agree
- Neutral
- Disagree
- Strongly disagree

Even when things are tough I can perform quite well.

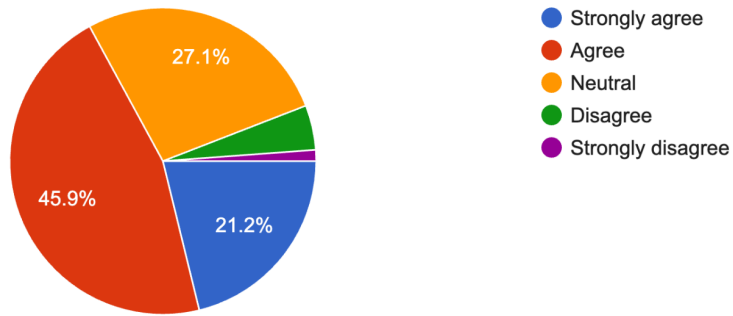
85 responses



- Strongly agree
- Agree
- Neutral
- Disagree
- Strongly disagree

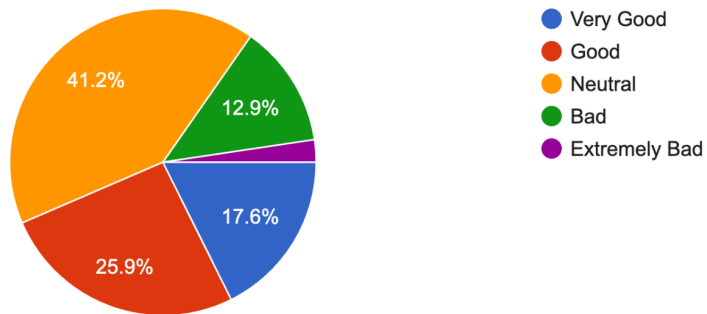
I set goals to complete my schoolwork and try to reach them.

85 responses



In the past 30 days how often was your mental health not good? (high stress, anxiety, or depression)

85 responses





## All Staff Meeting

2/28/24 @ 2:10pm

Location: Mr. Benjamin's Classroom Rm. 310

## Agenda

1. BayTech Branding
  - a. Abbreviation: BayTech (capital B & T and no space)
  - b. Logo=Eagle
  - c. Colors--navy blue (color code #0e015b) /Bright Orange (code #FF6300) with white trim
  - d. Spelling Counts
  - e. If you have a meeting/event, there needs to be a registration link and a sign in/check in to record who attended
2. Perspective
  - a. Story from a potential parent about why BayTech
  - b. Where we are headed as a school...
  - c. Admissions Update
    - i. Growth from last year...
    - ii. Projections....
    - iii. Your help...
  - d. BayTech Newsletter & Feature Stories
3. Science Fair
  - a. See agenda/flyer
  - b. Dr Thompson OUSD % Mr. Lerma will be in attendance
  - c. Formapoluzza
    - i. Free and Reduced Lunch
    - ii. Next Year/returns
    - iii. UCB for HS
    - iv. (Bonus) Measure G Survey
4. Measure G
  - a. Potential classes
    - i. Intro to Podcasting
      1. 1st place - student have expressed interest
      2. Engaging for students in ways that are similar to journalism and give them experience in writing but also audio work and skills
    - ii. Intro to video editing/movie making
      1. 2nd - because students are already on social media and can learn how to edit things and make content for the community
      2. 1st - we have someone who is already skilled in that field, it is cutting edge, the students are already on social media and can use this skill to do it differently, you can use tech for good or evil and if they learn how to properly use it for good, teach them how to reuse these skills so that they can create items that are memorable and impactful
    - iii. Spanish I (8th grade)
    - iv. French I (8th)
    - v. World Languages (Spanish and French)



1. 2nd - we feel that it would be helpful for students to learn and that would be a good skill to have in the future for the workforce; in MS it's easier for them to learn how to learn a language
  2. 3rd - world language since we already have spanish and the students don't current appreciate it as they should, wanting to have students who don't speak Spanish at home so they can learn another language
- vi. AVID
1. 3rd - makes kids excited for their grades, it will encourage them to come back the next day, focuses in in-class tutoring twice a week during the day, helps them with their writing skills
- vii. Environmental Sciences
1. 3rd - it would help students learn how to take care of the earth and be proactive in planting trees and helping the environment and become more aware, this will be come more and more important as time goes on
- viii. Journalism
1. 1st - it is lower tech than movie making and allows for creative freedom, having school newspaper, take the lead on upcoming events and newsletters, help them with their writing skills, daily or weekly "news room" where they can create their own morning announcements and students can "act" like they are on the news
  2. 2nd - to do school newspaper, create announcements and interviews

Out of the classes that are listed above in 1-8, what 3 classes in order of preference do you think would provide MS Students with an enriching experience and why?



Group #1 - What one middle school offering, that is either listed or not listed, would help drive middle school retention at BayTech? We are looking to improve ADA and lower chronic absenteeism.

Blended version of (middle school 10-14/15 year old) video editing/podcasting & journalism. At each grade level have a specific task that they could complete (spiraling curriculum).

Group #2 - What one MS class, listed above or not listed, would drive the creation of a positive school culture and climate?

Video editing/podcasting & journalism having the goals set in place for each grade level and once you get to 8th grade there is a perk like getting to do the BayTech News

Group #3- What one class, listed above or not listed, would offer MS students access to 21st century jobs and/or careers?



Video editing/podcasting & journalism - the things you can do on a cell phone now is incredible and showing students how to utilize the technology they hold in their hands everyday, and learning how to create a positive use for cell phones (using it for good), it lets every student know that they have a voice and that their voice matters. They would be learning so many skills really thinking about the topics, organizing the components, etc.

Question #4 - Every BayTech lesson has 4 components, (listening, speaking, reading and writing). What one class above would be the easiest to incorporate these 4 components into on a daily basis?

Group 1: Journalism - the same reasons as above

Group 2: Podcasting

Group 3: Podcasting

## 5. Measure G

### a. Potential classes

- i. Intro to Podcasting - 15
- ii. Intro to video editing/movie making - 8
- iii. Spanish I (8th grade) - 0
- iv. French I (8th) - 1
- v. World Languages (Spanish and French) - 3
- vi. AVID - 2
- vii. Environmental Sciences - 4
- viii. Journalism - 8
- ix. Additional Classes
  1. MS Leadership - 1
  2. School Store (financing, entrepreneurial, etc.) - 0.5

MS retention and positive culture and climate, supplement the work we do

## 6. How to get to the end of the year

- a. Attendance matters
- b. Modeling:
  - i. Dress
  - ii. Behaviors
  - iii. Language
- c. **For those struggling with teacher burnout, here are some tips to make it through the end of the school year.**
  - Focus on your Health to Survive a Terrible Year Teaching. ...
    - If possible, attempt to work out, eat healthily, get the recommended 7-9 hours of sleep each night, and limit alcohol and drug consumption. Focusing on your health can help lift the fog of exhaustion when you're feeling overworked.
  - Limit Your Workload. ...



- Look at your current workload to see what you can take off your plate...homework?
  - Are you using others in the office to help make phone calls, or copies? Are you organized so others can assist you with these things or support you?
  - Write It All Down. ...
    - Keep a journal to help track your eating and sleep patterns along with monitoring your use of controlled substances.
    - When are you feeling burnt out? Is it a certain time of the day, month, etc.? Is it when it's cold or hot, rainy or sunny? Orange days, blue days, minimum days?
  - Keep Yourself Motivated to Survive Teaching. ...
    - Keep a vision board on display to help motivate you and look forward to how you'll feel when you overcome this. Use images that represent your dream job or life, how you'll feel once you've mastered this and other items in your future
  - Develop an Exit Strategy.
    - If you are unhappy in your position, talk to HR or Dr. Feldman so that you can come up with an exit strategy.
7. Application Update for the 2024-2025 School Year
- a. Applications are up 40% over last year
  - b. Non-renewals are higher than normal
  - c. Student population for SY 2024-2025:

280-290

- i. MS 105-110
  - 1. 6 30
  - 2. 7 30
  - 3. 8 45
  
- ii. HS 175-180
  - 1. 9 50
  - 2. 10 35
  - 3. 11 35
  - 4. 12 55

8. Construction in Progress





## Middle/High School Staff Meeting

**1/31/24 @ 2:10pm**

Location: Mr. Norman's Classroom & Mr. Topal's classroom

**Attendees:** Ms. Price, Mr. Norman, Ms. Johnson, Mr. Free, Ms. Tamia, Ms. Holt, Ms. Coleman, Ms. Ilochi

Attendance:

### Agenda

#### 1. Science Fair Update

HS: Going well; more science driven this year; supplies have arrived and

MS: Ms. Holt focusing on equipment and Coach Tray assisting with Science fair

#### 2. Cal Berkeley Updates

- a. Room availability
- b. Student referrals for tutoring
- c. Tutoring Schedule
- d. Teacher Interest

#### 3. Grading and Post grade push

- a.

#### 4. Measure G

- a. Class suggestions
  - i. Journalism
  - ii. Student Store
  - iii. Leadership
  - iv. World Languages

#### 5. Updates from Dr. Feldman

- a. **Staff arrival time is 8 am each day.** We need to be on time each and every day. For several people timeliness is becoming an issue and while I am going to have to start asking HR to deliver consequences if this continues to be an issue. I DO NOT want BayTech to become a school of clock watchers, but tardiness is a substantial issue that I am hoping can be solved by this simple and professional message. Please fix your arrival time.
  - i. If you are going to be absent or late please contact your supervisor and Ms. Sandra so that we can arrange for proper coverage and not have unsupervised students.

- b. **We are in the middle of our largest instructional block before testing starts. PLEASE, PLEASE, PLEASE use this time wisely.** In looking at several gradebooks I notice that some folks have 20-30 grades already in their gradebook and it is only the 3rd week of the new semester. PLEASE ask yourself, are you interested in teaching or grading; please do not confuse the two items grading has nothing to do with teaching and student learning. Grading is a process by which you measure teaching and learning; assignments are not a substitute for teaching and without your wisdom and direction student learning will be stunted.

#### 6. Ms Cassandra



- a. Staff please do not let students in the restroom when Ms. Martinez is not there to assist with the bathroom log. This has been an ongoing issue and we kindly ask that you please stop.
  - i. Please remember to adhere to the 10-10 rule!
  - ii. **Teacher concern:** Bathroom concerns before reading period and the frequency during the afternoon.
- b. If you send a student down to the office please send them with a note or send an email with reasoning.
- c. If you have trouble submitting your attendance in aeries because of wifi please send a handwritten roster to the office and I will take care of it.

**6. ELPAC** Testing starting Feb. 12th and 16th

**7. Standards plus and CAASPP testing**

- a. Status of your FIAB or IAB, for the ELA/Math testing practice
- b. Remember, if there is writing involved the hand scoring must be done before a score can populate.
- c. Please ensure that you have all the necessary books for the correct grade level books

**8. Student Updates (Commendations and Concerns)**

- d. Status of your FIAB or IAB, for the ELA/Math testing practice
- e. Remember, if there is writing involved the hand scoring must be done before a score can populate.
- f. Please ensure that you have all the necessary books for the correct grade levels 6th-8th, 11th grades

**9. S.E.C.** student

- a. A. Johnson's school work available as soon as possible
- b. R. Lopez's issues about work.

**10. Grades** due Friday, Feb. 2nd



Middle School Staff Meeting  
December 6, 2023  
2:30 Room 50

## Agenda

Teachers present: Ms. Ilochi, Ms. Holt, Mr. Free, Mr. Norman, Mr. Ebere, Ms. Price

## Check In

### Glows:

- 1) During the partial all staff meeting thanking teachers for their support and encouragement to our students.
  - a) Chromebook cart in Ms. Holt not working, Mr. Norman offered his cart
- 2) Grades, classroom clean up
  - a) Student Athletes
  - b) Final exams (early if possible)
    - i) Try to allow the students to go on Friday and
    - ii) Ilochi's field trip on Thursday
  - c) Ilochi's MOAD field trip on Thursday, Dec. 14th
  - d) Schedule changes for next semester 8th grade - study hall on master schedule
- 3) Measure G
  - a) What is Measure G
  - b) What does it fund
  - c) Think of ideas for prospective classes

**Teachers: Review your grades and identify the students who are earning a D or F grade in your classes.** Please contact the parents for no surprises.

What do you know about their IREADY scores? English \_\_\_\_\_ Math \_\_\_\_\_



## Coffee With the Principals & Dean Sample Meeting Minutes

February 23, 2024

Paty Flores, Maria Hernandez, Nadia Bustos, Nayra Cardenas, Elvia Montelongo

Guests: Veronica Rivera Vega

Bathrooms

UC Berkeley After School Program

Peer Mentoring Program

How Do we address conflict between students

How is conflict address if a staff member is involved

Complaint Procedure

Absences- SART/SARB

Bereavement- what documentation is required

Automatic calls regarding absences

Front office staff sometimes demeanor with parents

[Parent #1 School store and broadcasting.](#)

[Parent #2 broadcasting and school store.](#)

[Parent #3 School store and video editing](#)

[Parent #4 school store and video editing](#)

[Parent #5 french and school store](#)

[Measure G Discussion Topics](#)

January 26, 2024

Maria Hernandez

- Guests: UC Berkeley 21st Century/School of Education
- Parents suggest holding in person meeting with CAL to discuss options for after school programming for high school students
- Virtual morning meeting
- In-person hybrid meeting
- Flyers at Drop-Off and Pickup
- QR Code to register information

December 15, 2023

Pati Flores

Mara Flores

- Attendance Incentives- free dress/raffles
- Parent club with a teacher attending meetings
- [Art- expand the types of art students can take](#)



- Folkloric dancing, public speaking, poetry
- Participate in community building
- Update parents of any changes in the area (council members/politics/etc.)

## Measure G Discussion Topics

November 17, 2023

Mayra Cardenas Chavez

Elva Montelongo

Maria Hernandez

Nadia Bustas

Paty Flores

- Guest speaker: Ms. Kim, Food Service
- Move to the new school concerned about the area, homeless, liquor stores, drugs, etc.
- Prefer this area, secluded, no crime, no traffic
- Will Transportation to the new site be provided- especially for middle school students
- Parents recommend calling the city to make complaints if there are problems when we move
- Invite District 5 Rep Jorge Lemus to BT to hear parent concerns
- IReady Testing Dec.4-6 -encourage them to do their best, sleep, try, work hard,
- Field trip Permission Slip- issue- student was late turning it in, and couldn't attend, but then the trip was pushed back and the student still was unable to attend
- Parents want a lunch menu posted for them to see regularly
- Asked if breakfast items can be left out later- Ms. Kim explained that it is left until 10:30
- Regarding food service at new site permits are being requested to be able to offer fresh salad bar, smoothie machines- offer culinary classes to all students who are interested
- Would like to have a hospitality space for students to learn what's involved in cooking
- Recruitment happening at area Flea Markets- Berkeley, Laney, Coliseum
- Parents are needed to work the table
- District 5 Clean Up on Saturdays/Sundays- organized by Councilmember Noel Gallo from 830-1130- gloves, bags provided, work with Leadership Class

## Measure G Discussion Topics

October 13, 2023

Mary Hernandez

Paty Flores

Mayra Cardenas Chavez

Elvia Montelongo

Sandra Hip

- Community Service Project
- Parent input- give all students in middle school and high school opportunities for community service activities- help around the school; soup kitchen, park clean up, adopt a senior home, or home for kids



- District 5 Candidates for OUSD School Board candidates invited to come to BayTech to speak to students and parents
- Possible parent meet with candidates
- Make up Picture Day October 23, 2023
- HS Senior Picture
- Picture quality of Jostens (parents unhappy)

## Measure G Discussion Topics

September 15, 2023

Rosa Vaquez

Angelica Nodal

Blanca Ramirez

Paty Flores

Marni Vaca

Sandra Martinez

Maria Hernandez

Dara Sanchez

- Parents indicated they were having trouble with Parent Square notifications
- Discussion around move to new site and what it means for middle school students
- Transportation of students to the new site middle school priority and seniors
- Lunch covering needed for students at present site
- Volunteers for construction of gazebo
- [More assistance with males students is needed-starting in middle school regarding career and college ideas and options](#)
- Parents had some concerns about the school climate - friendliness of the school, notification of incidents when they happen, more communication from the school, timeliness of explanation of incidents as they happen
- Study abroad in high school
- College Track Program application due date 10/8
- [Question about middle school Spanish and Spanish 1 classes](#)
- [College classes for students including middle school- how do students enroll](#)
- More community service/internships
- Give parents more information about what we offer in HS as they prepare for decisions about middle school, high school and college or career

## Measure G Discussion Topics