

# Hawthorne High School

## 1/29/2009 Faculty Advisory Committee Meeting Minutes

Meeting notes taken by D. Barnes. Minutes written by Daniel Barnes  
CVSTA Representatives Present: D. Barnes, C. Deutschle, K. Stack  
Administrators Present: K. Dragone, E. Hirata, M. Newell, R. Rodriguez  
Others present: Security chief T. Williams, Dean of Students L. Smith

**1. HEATER GOES APE IN 18 BUILDING:** Mr. Rodriguez will have Don Pfenniger look into the heater problem and try to fix it so that it's not on 100% of the time, even in the afternoon on hot days.

**2. DETENTION DELINQUENCY:** Teachers wishing security could escort students who refuse to serve detention to the guidance room just before lunch are out of luck, for two reasons: (1) Half the security staff is on lunch break just before the kids go to lunch. (2) The end of the period just preceding lunch tends to be plagued with an unusually high incidence of behavioral eruptions requiring security pickup. So, they've got half the personnel and double the workload. At the FAC meeting, Mrs. Dragone presented an email sent to all of us back on 10/3/08, delineating detention procedures. The email said that if a student fails to provide proof of detention service, the teacher is to write a referral and send the student to the guidance room. As with all referrals, such referrals need to be accompanied by teachers calling parents. Once the student arrives in the guidance room, Mr. Frayre will call the parents of the delinquent student and send the student back to class so that he doesn't miss any more instruction than necessary UPDATE: As per Kathy's email of 2/6/09, Mr. Frayre will double the detention of those who fail to serve immediately. If a student fails to serve the doubled detention, the student will get an 0-1 suspension (suspension until parents show up for a conference with a dean). It is this FAC chair's understanding that an 0-1 suspension does not cancel the detention debt, but, rather, is a means to enforce that it is paid. Also, as of Monday, 2/6/09, detention will take place after school, rather than at lunch.

**3. STUDENTS SQUATTING:** One faculty member complained that students regularly loiter by the records office during periods 1, 2, 3, & 4. Another teacher complained that at least one habitually absent student of his was known to be on campus when absent, hanging out with friends. At the meeting, there was some discussion about having students staple their schedules to their planners so that staff accosting apparent loiterers could direct them to the rooms where they belong, even escort them there, thereby more effectively sweeping loiterers out of the halls. Administration and security clarified that teachers are not to banish their students to the halls as a classroom management technique, since this contributes to the loiterer load in the halls. The only circumstances under which a student is to stand outside a classroom is when a teacher needs to immediately remove the student from the room to restore order, and then the student should only end up standing outside for a few minutes, tops, while the teacher types up a referral on the HHS website and security travels to the location.

**4. BELLS NOT RINGING:** Building 10 is hearing the bells again, but building 23 still isn't. Admin was unaware of the bell failure situation, and didn't know until the WASC visit, whereupon they were unpleasantly surprised to find out. Admin would appreciate it if teachers would keep them informed about bell inaudibility/failure regularly. Mr. Rodriguez suggested that bell failures may be caused by workmen carrying out projects that result in wires getting damaged. Security Chief Williams suggests that teachers in the 23 building should open their back windows (those facing away from the street, i.e., away from street noise) to hear the bell better.

**5. SPRING BREAK 3<sup>RD</sup> QUARTER MAYHEM:** One teacher complained that the timing of spring break splits 3<sup>rd</sup> quarter in such a way that kids forget all they learned during break, just before the Q3 benchmarks that occur during the week of their return (this year, anyway). Since this is a district issue rather than a site issue, specifically a calendar committee issue, FAC chair has forwarded the suggestion to CVSTA leadership involved in the calendar committee.

**6. TRANSFER INFO APPRECIATED:** At least one teacher is happy that transfer students are showing up more often with transfer grades.

**7. DRUG DEALERS NOT PUNISHED:** One teacher complained that he caught two students dealing drugs in his class and called security to pick them up, but that they were back in his class the next day. Principal Newell and Security Chief Williams are both very concerned about drug dealers not getting punished, so both of them would like whatever teacher made this complaint to let them know when the event happened and with what students so that they can research the incident and, perhaps, offer the teacher some explanation.

**8. IN-HOUSE EFFECTIVENESS:** One teacher complained that students sent to in-house receive no punishment and that they are often sent right back. Regarding bounce-back, Mrs. Dragone has said many times that teachers must file referrals for students sent to the guidance room, or they will be sent right back, since some students do sometimes go to guidance without leave in order to avoid attending certain teacher's classes. Therefore, a student can't be held unless there is proof that the teacher actually wants the student to be in the guidance room. Mr. Frayre needs the referral filled out & submitted because that's where the teacher indicates what action (punishment) is desired. Ed code sets limits on how long a student can be kept out of class (2 days in a row max), so each ejection event must be documented. Teachers, to make sure students sent to the guidance room are busy and not just "kicking it", need to give them an assignment to work on while there. V. Frayre has

indicated to this author that he has several textbooks in the guidance room already, and that he can send a student to the library to pick up a copy of whatever book is needed, should that book be absent.

**9. MASSIVE FAIL WATCH LIST NEEDED:** Students failing lots of classes are often disruptive when in the classroom or when loitering in the halls, so one teacher suggested that there needs to be a "watch list" of students with massive fails so admin and security can focus their attention upon these kids. Admin has already been working along these lines. Kathy Dragone just recently revoked 62 permits for kids getting less than a 2.0 GPA. Ray Rodriguez says that kids 18 & over who fail to perform are sent to adult school, even at the S1/S2 boundary (mid-year). This reassignment can be triggered not only by low GPA, but also by absenteeism and graduation credit deficits.

**10. DELAYED IN-HOUSE YANKS:** One teacher complained that students pulled out for in-house are being pulled out halfway through the period, instead of at the beginning of the period. If you, the teacher, want a student to go to guidance for the period, follow the usual procedure, filling out the referral form online (always) and calling security for an escort (if deemed necessary). If no escort is available or promptly forthcoming and you want the student gone immediately, make a note of the student's physical appearance (clothing, hair, other descriptors). Send the student to guidance under his own supervision. Call guidance at x7071 a couple minutes later to see if the student actually showed up. If the student doesn't get there quickly, let security know the physical description of the student so that they can find them once personnel become available to search for them on campus. If a student that you begrudgingly send to guidance unescorted fails to make it there, then this is an offense in and of itself and must be documented and processed in all the usual ways. Whatever punishment the student had coming to him needs to be increased in answer to the new crime of failure to promptly report to the guidance room. When calling security, if x4443 yields insufficient results, try x4444 (Williams), or x4461 or x4458 (deans).

**11. ONLINE REFERRAL WOES:** The deans are well aware that the web-based referral system has had several technical glitches, but they keep getting fixed, so, one of these days, maybe this will become a flawless process. If you file a referral but get no response, it's probably due to some kind of technical problem, because when the computer side of things is going well, the deans are right on top of stuff. So, if you write a referral and don't get an immediate response, please call one of the deans at x4458 (Smith) or x4461 (Vlaco). They're just as eager to process your request as you are to make it. Calling Victor Frayre (x7071) in the guidance room might be a good idea instead/in addition, since he assesses all incoming referrals, dealing with some himself and passing on to the deans only those referrals that seem to need such treatment.

**12. SENIOR SQUARE:** Admin thinks that having some kind of special senior area would be great, but there just isn't any money for it right now. In fact, Mr. Sustaita has already come up with a scheme for a senior square idea between the 15 & 16 buildings, but it has been indefinitely suspended due to \$ problems.

Admin suggested that perhaps this year's junior class could try to raise some money so that they could have a nice little area made in time for next year. Seeing how things get delayed around here (and by that, I mean Earth, not just HHS), maybe the sophomore class might have a more realistic chance of being the first to still be here when the project comes to fruition, so maybe they should be the ones to get things going.

**13. ROOMS NOT BEING CLEANED:** Building 3 hasn't been swept lately. Ray Rodriguez says that they're already dealing with the individual responsible for that building. Mr. Rodriguez would be grateful to receive updates from teachers in building 3 if it continues to be neglected.

**14. GUIDANCE ROOM BOUNCEBACK:** One teacher complained that an administrator brought a disruptive student back to class after the teacher sent the student to the guidance room. (The teacher was in the middle of a lesson and didn't feel it was appropriate to break the flow of the lesson to fill out a referral, but intended to fill out the referral later in the day when a spare moment presented itself.) When the administrator brought the student back, the student continued to disrupt in the same manner that got her kicked out in the first place. As it turns out in this case, in the absence of a referral or any other communication, the administrator in question assumed the student was being kicked out for being tardy, which is not an offense that merits a trip to the guidance room, hence the student's return. Had the teacher in question filled out a referral or at least made a phone call, admin and security would have known that the student was being kicked out for disrupting class, not for being tardy, and would have cheerfully held the student in the guidance room to safeguard the classroom environment from further disruption. During the discussion of this incident at the FAC meeting, admin (Dragone and Newell), once again, re-expressed that **teachers need to file referrals**. (See item #8 in these minutes for reasons why.) Teachers need to hold up their end of the burden. Security chief Williams said that if the teacher in question had even made a quick phone call to the guidance room (x7071), it would have made a big difference. There are some times when it just doesn't make any sense to thoroughly and carefully fill out a referral form because of considerations of the moment (frazzled teacher mental state/uninterruptible lesson/etc.), but SOME communication must be made to the guidance room so that they know who the student is, where they're coming from, what needs to be done with them, and the mere fact that the student, was, in fact, sent by a teacher. Later in the day, when the dust settles, the teacher must fill out a formal referral, and, as soon as possible, call the parents.

If you have any complaints, suggestions, or praise that you would like added to the next FAC meeting's agenda, please email [misterbarneshhs@social.rr.com](mailto:misterbarneshhs@social.rr.com), or, if you want to remain anonymous, leave a note in Dan Barnes' box. Also, please let Mr. Barnes know your observations of how well the promises made in these minutes are being enacted.