

Colgan Principal's Advisory Council

Meeting Minutes | September 14, 2026

Attendees: Mr. Litz, Melissa McClellan, Vanessa Olson, Tracy Woodhead, Melisa Pasero, Cheryl Niles, Vanessa Olson, Terry Kolda-Grossman, Adrianna Berk, Zaneta Jones, Malcolm Hawkins, Claudia Smith, Kelli O'Loughlin, Ernesto Flores, Kaaren Jurack, Patricia Flores.

Meeting called to order at 7:02 pm by Adrianna Berk.

Please be sure to sign in with the QR code.

Chairperson's time.

The members introduced themselves.

Minutes Reviewed and Approved. No updates or changes.

Stakeholder reports.

- **SACI:** Provided the proposed yearly agenda for the year.
- **Athletic Boosters:** We met as an executive board over the summer and are looking at ways we can give back to the school. We will have more information after we have finished meetings and made some decisions. We are currently in a membership drive. We always need volunteers at concessions. The biggest need for volunteers is football games. Many parents tend to volunteer when their students aren't playing. The hope is that if you have a student on a team, you are supporting the school through volunteering. Meetings are usually the 3rd Wednesday of the month. In September, we are meeting at 7pm on 9/23. We have a good Instagram chair.
- **CFPA:** Extended a warm welcome to Mr. Litz. Had the back-to-school bash on Aug 22nd. We have had good sales of merchandise. It is a rebuilding year for us. It is going to be a heavy fundraising year. Tropical Smoothie is our next fundraising night. 9/23. Good presence on Instagram. Next meeting is on 9/22. This meeting is virtual.

Principal's Time

Introduction: Thank you for being welcoming from day 1. It has been great to meet with student groups and parents. This is my 32nd year in education, 13th year as a principal. I am impressed with Colgan and the culture built here.

I want every student to find their niche. All students need to find their passion. School should be about more than the 7 classes they are taking.

I am big on advanced academics, but huge on school-life balance.

Last year's data.

- Math SOL Pass rate: 95.5%. Highest high school math scores in PWCS.
- Science rose 7.7% to 93%. This was also the highest in PWCS.
- Reading 2% increase overall. 94.9% pass rate. We had huge increases with SWD and ESOL students.

Colgan was given the Premier League Award because we had the highest scores of all the high schools across the 4 test subjects.

We have seen increases in the AP courses and exams taken. In 2026:

- 1,101 students taking 2129 exams.
- 82.1% of total AP students with scores of 3 or higher.

We will continue to talk about increasing the number of students taking at least 1 AP course.

Colgan has the 3rd highest graduation rate: 97.2% (705/725 students). This is an increase of 0.7% from 2025.

New school year updates.

Demographics

- 39.1% White, 22.1% Hispanic, 16.8 Black, 13% Asian.
- 2,973 students as of today. This is the largest we have ever been. We have seen a large increase in the number of ELL (English Language Learners) register.
- ELL 9.61% of the Colgan population.
- SWD (Students with Disabilities): 11.58% of the population.
- Economically disadvantaged 32.92% of the population.

Flex

- We have implemented the new bell schedule with 2 Flex periods built in.
- There is a schedule for the flex periods; a calendar was distributed and is available on the website.
- Flex is used for classroom help; occasionally it will be used for activities such as lessons or the SEL snapshot. We are intentional about how we are using Flex
- Flex is used for teachers to review, remediation, or enrichment. It is not a time for new instruction. There is a lot of research that shows that if we are going to be successful, we need to reach the students during the day.

Tardies

- Last year, for period 1: 30,679 (28,176 unexcused) tardies.
- We are targeting 1st period to get students to come to school on time.
- We recognize there are challenges with traffic. There are some preliminary ideas being discussed at many levels, but it will probably be years before we see any changes in the traffic or entry/exits from the Colgan parking lot.
- At 7:30-7:45 am, administration will be standing at the doors handing out consequences. At first, the consequences will be warnings, parent notifications, and later consequences can result in the loss of parking passes for example.

Grading

- Regulation 622.1 was updated. The Division went through a revision process to the regulation with consistency as a priority. The regulation includes:
 - All work should receive prompt feedback.
 - Teachers should use a wide variety of evidence for determining mastery.
 - Work should be submitted on time.
 - Retakes are an option based on expectations by the teacher.
 - Final grade is calculated as a percentage and then that goes to a 4-point scale.
 - Homework guidelines were updated. Late work cannot be accepted after 2 weeks.
- The grading scale was also modified to include minuses
- Grade types include the following:
 - Formative grades are 30%.
 - Summative grades are 70%.
 - Informative- not included in the final grade.
- Teachers will continue to have the ability to use the override the grade to increase the grade.

CIP 2026-27

- Commitment 1: Learning and Achievement for All
 - We have been stagnant for our writing SOL; we are hovering around 88%.
 - This test has 2 parts: writing an essay and the multiple-choice grammar. SWD and ELL students struggle with the grammar questions.
 - The goal is to improve the pass rate from 87.9% to 9%. This will happen by increasing scores for our SWD (59.1 to 64%) and ELL students.
- Commitment 2: Student Engagement

- Increase student engagement from a mean of 3.59 to 3.61 (out of 4) for 9th grade students.
- We are addressing engagement inside and outside of class. We are looking at student discourse, hands-on learning, activities versus teacher talking, and how students own the opportunities available outside of the classroom.
- Commitment 3: Family and Community Engagement
 - Communication satisfaction rating on the Gallup survey will increase from 3.69 to 3.75.
 - We are creating our own survey for parents to see how stakeholders want to receive information and the information they want to receive. We will share the results when we have them.

Questions/Round Table/Open Comments

- Students asked to have the principal to put out a video to allow them to get to know him better.– Mr. Litz replied, “I can do that.”
- Concerns were brought up about the tardy policy when changing classes from one side of the building to the other. Mr. Litz replied that the primary focus is period 1 and 2 (first period of the day). Tardies for other class changes will be addressed in greater detail later. The emphasis is getting students to class on time, but there is awareness of how crowded the halls can be.
- Parents asked about traffic early in the morning. The administration replied that this has been the worst in the last few years. It was mentioned that the teacher report time has changed, which is increasing traffic earlier in the day. There have also been changes to the buses.
- Questions arose about the dismissal procedure about which group gets precedence when departing after school. The administration replied that the front loop must be cleared first, or it snags the whole system. The back of the school is the last to be given priority.
- Mr. Litz clarified that students will know about the consequences of being tardy.
- Mr. Litz clarified that the flex periods are not for new instruction.
- Questions were asked about AI and how teachers can detect it. The administration replied that there is a program called “Turn it in” that checks for the use of AI. Teachers have been told to be explicit in the level of AI allowed on an assignment.
- Parents asked if the morning announcements can be sent to families.
- Dates for PAC meetings. All are on the 2nd Monday of these months:
 - Oct 12, Nov 9, Jan 11, Feb 8, April 12, May 10.

Adjournment 8:16 pm.