

**Lawndale High School**

**MINUTES of**  **SSC**     **ELAC**     **SAC Meeting**

*Meeting Date: 12.12.18*

**MEMBERS PRESENT:** (list members and their position; check off for attendance)

<b>Member</b>	<b>Role</b> (include position: President, etc.)	<b>Present?</b>
Ms. Gabriela Pacheco	Parent representative	Y
Mr. Oscar Covarrubias	Parent representative/Secretary	N
Ms. Glynis Carter	Parent representative	N
Dr. Paula Rodas	Principal	N
Mr. Morris Phillips	Teacher	N
Mr. Fred Sanders	Teacher/Chair	Y
Mr. Isaac Olvera	Teacher	Y
Mr. Roberto Rodriguez	Teacher	Y
Ms. Vina Tran	Student representative	N
Ms. Yarizmar Garcia	Student representative/Vice-Chair	Y
Ms. Stephanie Ibrahim	Student representative	Y
Ms. Dolores Moncayo	Classified Staff	N
<b>Non-Member</b>		
<b>Non-Member</b>	<b>Role</b> (include who representing: ELAC, SAC, etc.)	<b>Present?</b>
Dr. Eugene Kwong	Associate Principal/Other Staff	Y
Mr. Rene Munoz	ELD Coordinator	N
Ms. Rocio Gudino	Community Liaison	Y

(Check **Compliance Items** covered at this meeting and reflected in minutes.)

<b>SSC Responsibilities</b>			<b>ELAC Responsibilities</b>			<b>SPAC Responsibilities</b>		
	1A	School Plan Development – Data Analysis & Needs Assessment		1.	EL Program		1.	Title I Requirements
	1B	School Plan Development – School Goals & Improvement Activities		2.	EL Needs Assessment	x	2.	Parent Involvement Policy – Development & Distribution
x	1C	School Plan – <b>Evaluation</b>		3.	R30 Language Census	x	3.	School-Parent Compact – Development & Distribution
	1D	School Plan Budget		4.	School Attendance		4.	Title I Programs
	1E.	School Plan Approval		5.	Training – Legal Advisory Responsibilities		5.	School & Parent Programs
x	2.	Training – <b>Legal Responsibilities</b>		6.	Election of DELAC member(s)		6.	Academic Standards & Assessments
							7.	Training – Helping children improve achievement
							8.	Election of DAC member(s)
<b>JOINT Responsibilities</b>				1.	Uniform Complaint Procedures (UCP)		2.	Safety Plan

**I. Welcome & Introductions**

Mr. Sanders called meeting to order at 3:20pm and welcomed everyone in attendance.

**II. Approval of Minutes**

Minutes from 11/14/18 were distributed and reviewed by members. No changes were suggested for the meeting minutes from 11/14/18.

On the motion of approving the minutes Mr. Sanders motioned and, seconded by Mr. Rodriguez, all members voted to approve the 11/14/18 meeting minutes. Motion Carried.

Mr. Oscar Covarrubias (Parent Rep) will no longer be part of SSC this school year as reported by Ms. Gudino. Mr. Covarrubias was promoted at work and cannot make the meetings. Ms. Gudino will look at SSC election results to see if we have a parent to fill vacant position.

### **III. Old Business**

The following is a summary of discussion/action(s) taken on items previously "tabled" for future discussion: School Behavior and Safety Plan

Mr. Sanders informed School Site Council to send edits or changes to safety plan need to be emailed to Ms. Peterson as soon as you can. Review safety plan when you can. If there are any ideas or suggestions, please send to Ms. Peterson.

Parent Input/Advice/Comments:

### **IV. New Business**

The following is a summary of discussion/action(s) taken on the above-checked items:

#### **1. 19-20 Parent Involvement Policy & School Parent Compact:**

Dr. Kwong shared the updates with the the Parent Involvement Policy changes that included use of School Messenger, no Viviana Hernandez because she has moved to a new position, report cards mailed home four times per semester, and Open House in February 6th instead of April. Dr. Kwong will work on getting it translated.

#### **2. 18-19 SPSA Monitoring: Goals and Actions progress:**

Dr. Kwong distributed Goals, Strategies, and Proposed Expenditures to Site Council members to review estimated actual expenditures from the SPSA. Groups of 2-3 were assigned a goal and looked up proposed expenditures for each goal and wrote down the total amounts. Each group reported out their expenditures to the group so all site council members are aware of where the Site Council funds are being spent on.

Parent Input/Advice/Comments:

Ms. Garcia asked if we could incorporate AP Readiness into our program to help AP students practice for the AP test. This request was noted and will be reviewed to see if we can send students.

### **V. Other**

Parent Input/Advice/Comments:

Advisory Committee Input (for SSC Meetings):

ELAC Input: no representative from ELAC attended

### **VI. Adjournment:**

The meeting was adjourned at 4:08 pm. Next meeting on January 23rd, 2019.

Respectfully submitted,

\_\_\_\_\_  
Dr. Eugene Kwong  
Acting Secretary, \_\_\_\_\_ SSC \_\_\_\_\_ (Council/Committee)