

Lawndale High School

MINUTES of SSC ELAC SAC Meeting

Meeting Date: 11.14.18

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

Member	Role (include position: President, etc.)	Present?
Ms. Gabriela Pacheco	Parent representative	N
Mr. Oscar Covarrubias	Parent representative/Secretary	N
Ms. Glynis Carter	Parent representative	Y
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	Y
Ms. Yarizmar Garcia	Student representative/Vice-Chair	Y
Ms. Stephanie Ibrahim	Student representative	Y
Ms. Dolores Moncayo	Classified Staff	N
Non-Member		
Non-Member	Role (include who representing: ELAC, SAC, etc.)	Present?
Dr. Eugene Kwong	Associate Principal/Other Staff	Y
Mr. Rene Munoz	ELD Coordinator	N
Ms. Rocio Gudino	Community Liaison	Y
Ms. Hatha Parrish	Director Federal Programs, CV	N

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

SSC Responsibilities			ELAC Responsibilities			SPAC Responsibilities		
	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 – Evaluation		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 – Legal Responsibilities		6.	Election of DELAC member(s)		6.	Academic Standards & Assessments
							7.	Training – Helping children improve achievement
							8.	Election of DAC member(s)
JOINT Responsibilities				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. Two student members who were not present last time introduced themselves Vina and Stephanie the table and each person introduced themselves.

II. Approval of Minutes

Minutes from 10/17/18 were distributed and reviewed by members. No changes were suggested for the meeting minutes from 10/17/18.

On the motion of approving the minutes Ms. Carter motioned and, seconded by Mr. Rodriguez, all members voted to approve the 10/17/18 meeting minutes. Motion Carried.

No public comments made.

III. Old Business

The following is a summary of discussion/action(s) taken on items previously "tabled" for future discussion: NONE

Parent Input/Advice/Comments:

IV. New Business

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

1. **18-19 SPSA Monitoring:** School Behavior and Safety Plan

Ms. Peterson introduced herself and shared her role in the School Safety Plan. Email copy to all members to review. Ms. Peterson asked for input by next meeting in December for any changes. Mr. Olvera asked about when he asked safety to watch his students, safety told him they can't do that and only admin can, so Mr. Olvera wondered if that would be addressed in safety plan. Ms. Peterson stated that is not addressed in safety plan.

2. **18-19 SPSA Monitoring:** Weekly Attendance

Dr. Kwong went over ADA and Chronic Absenteeism. Using School Messenger to bring awareness to all parents the importance of attendance. Ms. Gudino wants to present at next parent meeting. Comparing data from Cycle 1 to Cycle 2 and noticed seniors and juniors chronic absenteeism had the largest increases. Ms. Carter asked for awareness for all parents and to know the information so they can help correct absences. Mr. Rodriguez says all of his students know there is something due at beginning of the period and if they miss, they need to make it up after school. Students in his classes know they have to be on time. Ms. Garcia mentioned how to help those kids who doesn't care. They need something to motivate them to be on time.

3. **Parent Involvement Policy & School Parent Compact**

Ms. Gudino shared that Ms. Viviana Hernandez is no longer part of our Title I Parent Engagement Specialist, she is now Intervention Specialist at Loyde. This may may more responsibilities placed on site Parent Liaison.

Dr. Kwong asked if there is a way to create more awareness for students and parents to access and view the Student/Parent Handbook. Ms. Garcia shared that there were times where she needed to look something up in the handbook and she found it on our school website. Ms. Garcia mentioned the Student Handbook could be shared via social media for more awareness. Ms. Ibrahim shared maybe on the school website we could set up a link on the main page to show all who log on to the website where the handbook is located. Mr. Sanders asked if we could share through Google Drive or all student Canvas that has all the important documents including Student handbook.

Mr. Rodriguez asked if we could enroll all students enrolled in a Canvas course that stores all the important documents. Ms. Carter asked if we could record a video that can share important facts and pieces about handbook.

Parent Input/Advice/Comments: See above

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 4:06 pm. Next meeting on December 12th.

Respectfully submitted,

Dr. Paula Rodas
Acting Secretary, SSC (Council/Committee)