



**Audubon Middle School
Advisory Committee/ Council
Official Minutes
2014-2015
October 15, 2014**

I. Call to Order/Welcome

A) The meeting was opened by Ms. Tillet, the Chairperson, at 5:11pm.

II. Pledge of Allegiance

A) Ms. McMullin led the Pledge of Allegiance.

III. Roll Call

A) Ms. Fuller led roll call. There are 7 in the quorum.

IV. Approval of Election Minutes

A) Ms. McMullin opened the floor to corrections for the prior meeting's minutes.
1) It was commented by Ms. Ayala and Ms. McMullin that "Mr. Parkes" and Audubon Middle School needs to be spelled correctly.
2) It was commented by Ms. Morgan and Ms. Ayala that on the first page, "Members" should be stricken from the record.

B) Ms. Tillet moved to accept the minutes and their corrections. Ms. McMullin seconded it.

V. New Business

A) The 16 page Powerpoint called "Robert's Rules of Order: A Guide to Parliamentary Procedure" (August 2013) was reviewed by the committee. It is posted on the Audubon website and Ms. Ayala, Ms. Tillet, and Ms. McMullin stated that all members will be sent an email with the Powerpoint as an attachment.

B) Ms. McMullin moved to review the 10 page document titled, "School Site Council Bylaws".

1) Ms. Fields asked if these bylaws were modified for Audubon or if they were issued directly from LASUD? Ms. Ayala answered that these bylaws were printed directly from the LAUSD website.

2) Ms. Ayala also made a clarification that we can make changes as necessary and those changeable items are marked in bold. On page 2, if we vote for a student to be included on the council then we will lose a parent or community member in order to have parity as a council. We are allowed to vote to have zero students on the council.

C) Mr. Roberts motioned to amend page 2 Article II: Membership, A. Composition.

1) However there was a rebuttal that we need to change the number of students before we can change the composition of membership. Ms. Ayala clarified that we would lose a parent position if we added a student position.

D) Ms. Tillet motioned to edit the composition from 10 members to 12 members. Ms. McMullin seconded the motion. There were no “nays”, therefore the motion was carried. The edited page 2 Article IIA, should now read:

1. **(4)** classroom teachers (must be the majority on the staff side)
2. **(1)** Other school staff members
3. **(6)** Parent or community members, who must be elected by parents after parents vote to give a number of their seats to community members. Parents voted to give 1 seat to community members.
4. **(0)** Students
5. **(1)** Principal or designee (automatic member)

E) Ms. Tillet asked if there were any questions or motions for the bolded sections.

- 1) Ms. McMullin proposed to add the Title 1 Coordinator position (Ms. Ayala) be added on page 1 on the last bullet point and on the list of persons to receive true and correct copies of the SSC meeting minutes. Mr. Shumate seconded. Motion carried.
- 2) Ms. Tillet motion for the SSC members to serve a one-year term. Mr. Shumate seconded. Motion carried.
- 3) Mr. Roberts motioned that we include the minutes under section would be available to the parents through the Audubon website. Mr. Shumate seconded. Motion carried.
- 4) Ms. Tillet proposed that our minutes are translated and submitted to the ELAC body. Ms. McMullin seconded. Motion carried.
- 5) Ms. McMullin moved that every second Wednesday be designated as our scheduled meeting day. Mr. Shumate and Mr. Roberts seconded. Motion carried.
- 6) Ms. McMullin moved that the meeting be held in the library at Audubon Middle School. Mr. Shumate seconded. Motion carried.
- 7) Ms. McMullin moved to add marquee and phone. Mr. Shumate seconded. Motion carried.
- 8) Ms. McMullin motioned to remove the error “(3)” on page 10. Mr. Shumate seconded. Motion moved.
- 9) On page 8, it was noted that we are required to post on the marquee and on the school webiste, yet we are not required to give fliers. In addition, we added that we will notify stakeholders via phone and LAUSD ConnectED.
- 10) On page 9, it was noted that in order to amend bylaws in bolded text, members must be informed 30 days prior to the meeting of the intent to amend the items.
- 11) Mr. Shumate commented that public meetings are not included in the bylaws. Ms. Ayala added that we are missing section 6, 7, 8, and 9 in our bylaws. These items are stated in the LAUSD bulletin. Ms. Ayala pointed out that

there are no bolded items in those sections (6 – 9), therefore we could not vote to change/amend any of those sections.

a) Ms. McMullin moved that the next meeting she will bring in the sections 6 – 9. Mr. Roberts seconded. Motion carried.

F) Ms. McMullin moved to place the uniform complaint procedures (UCP) on the next meeting's agenda. Ms. Ayala commented that the (UCP) program is available in English and Spanish in the attendance office and on the Audubon website.

G) Ms. Ayala commented that the Emergency Organization Chart is available to all stakeholders via hard copy and website.

VI. Old Business

A) Ms. McMullin moved to place the budget care update to the following meeting. Mr. Shumate seconded. Motion carried.

VII. Announcements

A) Mr. Waters commented that on Saturday, October 25th, 2014 (10am-12pm) there will be a parent meeting in order to inform them of their rights and services in order that there students are prepared of high school. The premise is to help parents navigate the campus.

B) Ms. Ayala made an announcement that Audubon leadership students will be hosting a Harvest Festival on October 31st, 2014. Leadership students will be having a bake sale to help raise funds for the event.

C) Ms. Ayala commented that there will be an Anti-Bullying campaign and assembly tomorrow, October 16th, 2014. She also mentioned that today marked Audubon's first time in 20 years for the eighth graders to have the opportunity to take the PSAT.

On page 5, we noticed that there is a bolded section allowing us to transmit true and correct copies of the minutes from the meetings to other listed people as needed. Ms. Ayala as the Title 1 Coordinator will be added.

On page 8, it was noted that we are required to post on the marquee and on the school website, yet we are not required to give fliers. In addition, we added that we will notify stakeholders via phone and LAUSD ConnectED. On page 9, it was noted that in order to amend bylaws in bolded text, members must be informed 30 days prior to the meeting of the intent to amend the items.

VII. Public Comments

A) Ms. Morgan commented that parents need to be brought into the equation and that the outreach to the parents is poor. She noted that we don't have the participation that is necessary. Ms. McMullin commented that we have sent fliers and that it is the parents'

responsibility to make the effort to come to Audubon, the community center, and/or SSC meetings.

B) Ms. Walker commented that she has spoken to many parents about the meetings; those parents have received the phone calls, but are not choosing to attend.

IX. Agenda Item Consideration for Next Meeting

A) Ms. Tillet moved that we carry over the following items to the agenda on November 12th, 2014. Ms. McMullin seconded. Motion carried.

- 1) School Parent Compact and Parent Involvement Policy
- 2) Single Plan for Student Achievement
- 3) The Greene Act

X. Adjournment

A) Mr. Roberts motioned to adjourn the meeting at 6:23pm and Ms. McMullin seconded it. Motion carried.