

**Lawndale High School**

**MINUTES of  SSC  ELAC  SAC Meeting**

Meeting Date: 12.13.17

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

<b>Member</b>	<b>Role (include position: President, etc.)</b>	<b>Present?</b>
Mrs. Reyna Franco	Parent representative	Y
Mr. Rafael Santos, Sr.	Parent representative	Y
Mrs. Martha Quinonez	Parent representative	N
Dr. Paula Rodas	Principal	Y
Mr. Morris Phillips	Teacher	N
Mr. Fred Sanders	Teacher, Chairperson	Y
Ms. Elissa Finch	Teacher, Secretary	Y
Ms. Dawn Ketchens	Teacher	N
Ms. Danica Flores	Student representative	N
Ms. Jacqueline Jauregui	Student representative	N
Mr. Joel Rivera	Student representative, Vice Chairperson	Y
Ms. Dolores Moncayo	Classified Staff	Y
<b>Non-Member</b>	<b>Role (include who representing: ELAC, SAC, etc.)</b>	<b>Present?</b>
Dr. Eugene Kwong	Associate Principal/Other Staff	Y
Mr. Rene Munoz	ELD Coordinator	Y
Ms. Rocio Gudino	Community Liaison	Y
Ms. Kendra Peterson	Associate Principal	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
x	1B	School Plan Development – <b>School Goals &amp; Improvement Activities</b>		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
	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)
<b>JOINT Responsibilities</b>				1.	Uniform Complaint Procedures (UCP)		2.	Safety Plan

**I. Welcome & Introductions**

Mr. Fred Sanders, Chairperson, called the meeting to order at 3:34 pm and welcomed everyone in attendance.

## **II. Approval of Minutes**

Minutes from 11.28.17 were distributed and reviewed by members. No changes were suggested for the meeting minutes from 11/28/17. Meeting minutes were titles were edited.

On the motion of Dr. Paula Rodas, seconded by Ms. Elissa Finch, all members voted to approve the 11/28/17 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:

### **1) School Behavior & Safety - Ms. Peterson**

Ms. Peterson has shared that she needs a safety plan committee to meet and be approved by January SSC and revise the safety plan by the Feb board meeting.

Miss Finch & Mr. Sanders volunteered, Dr. Kwong and Dr. Rodas will be in attendance.

Dr. Rodas mentioned that exit routes will need to be reviewed due to construction we are currently travel.

Parent Input/Advice/Comments: N/A

## **IV. New Business**

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

### **1. 18-19 Parent Involvement Policy & School Parent Compact:**

Dr. Kwong informed the team that he will email the goals and actions to allow for review time prior to a discussion at the December meeting.

Dr. Kwong provided new Parent Involvement Plan and Parent Compact to SSC team.

Team did a review and Joel noticed that Connect Ed needed to be changed to Blackboard.

Dr. Kwong asked parents and students if they are getting the email, text, and or call if opted in, all stated they are receiving what they signed up for. Dr. Rodas noticed that the person the contact person for powerschool and the website should be Ms. Mejia.

Miss Finch asked about a translation chart. Dr. Rodas said there is a list that is not public.

Mr. Sanders noticed that the home language survey date needs to be changed.

Miss Elissa Finch motions to approve the amendments to the Parent Involvement Policy and Compact for 18-19. Dr. Kwong seconds. Mr. Fred Sanders motions to approve the amendments to the Parent Compact plan for 2018-19. Dr. Rodas second. All voting members were in favor. Motion carried forward.

### **2. 17-18 SPSA Monitoring: Goal and Actions progress:**

Dr. Kwong reviewed the Single PPlan for Student Improvement being a several page doc and provided a snapshot of the goals

LW is reviewing how students are doing academically in English and Math content coursework as well as CFA's and the Summative assessments as well as AP scores, SBAC, A-G requirements met, and overall grades.

Dr. Kwong highlighted actions taken to meet goals. Goal 1 Increase student performance on all academic indicators, goal 2 is building a positive school culture of trust and collaboration, goal 3 is providing academic and personal support to all students to increase student, parent, and staff connection. Dr. Kwong shared that EL students are supported through the EL program and students with IEP's are supported by their case managers and SAI teachers.

Dr. Kwong reviewed the current allocated funds are spent providing support in smaller class setting, support staff in classrooms, and qualified teachers.

Mr. Santos asked where the funds come from, and Dr. Rodas answered by sharing information about Title I, a main expenditure last school year was professionally developing narrowing Lawndales grading practices.

## **V. Other**

Parent Input/Advice/Comments:

Ms. Franco asked if the Lawndale has a financial donation page. Dr Rodas replied by stating, no we do not have a specific donation page, however, donations can be made through a variety of ways.

Dr. Rodas will look into how to do this and will speak with the new fiscal staff.  
Mr. Munoz spoke about how amazing Ms. Franco has been very involved with in our school.

Advisory Committee Input (for SSC Meetings):

ELAC Input: Mr. Munoz presented data on EL learners and discussed new testing next semester. Trying to get more students RFEP'ed by end of semester. Moving away from CELDT and next semester offering new exam LPAC. Mr. Munoz presented information on EL learners who qualified to be RFEP'ed. Mr. Munoz is asking teachers to make teacher recommendations to get students RFEP'ed

Mr. Orendain and Academies will be at the EL parent meeting potluck. Numbers have been very good in the past and anticipate a great turn out at the upcoming meeting.

Dr. Rodas explained that Lawndale has the highest rate of English Language Learners in our district.

Mr. Munoz shared that spread sheets being created, and staff pulling reports, and parents, teachers, and students are making this program work well.

Mr. Munoz has shared this info with the EL students and they are excited to see they are in the year that is performing the best.

Dr. Rodas pointed out that it takes a strong team to gather up all the students and have accurate data.

Mr. Munoz shared that there is a system in place now and it is getting stronger as time passes.

Case managers of students with IEP's are being RFEP'ed differently, through the IEP process and getting paperwork to Mr. Munoz and Special ed.

Dr. Kwong informed SSC team where to find the dashboard that has the EL progress indicator.

Miss Finch shared that many students with IEP's were RFEP'ed last year

Mr. Munoz is RFEP'ing IEP students only after the hard copy is provided to him to ensure the procedure is completed accurately.

Mr. Munoz shared with SSC team what RFEP and LTEL means. Goal is to help our EL students to show proficiency in English so they can re-designate (RFEP).

Mr. Munoz explained how a student is designated to become an EL student.

Mr. Santos asked more information about Lloyd high school

Ms. Franco asked the green and blue circles mean on the Dashboard report- Blue is proficient and green is emerging.

**VI. Adjournment:**

The meeting was adjourned at 4:29 PM. Next meeting on January 24th.

Respectfully submitted,

\_\_\_\_Elissa Finch\_\_\_\_\_

Acting Secretary, \_\_\_\_\_SSC\_\_\_\_\_ (Council/Committee)