

Lawndale High School

MINUTES of **SSC** **ELAC** **SAC Meeting**
Meeting Date: 11.28.17

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

Member	Role (include position: President, etc.)	Present?
Mrs. Reyna Franco	Parent representative	Y
Mr. Rafael Santos, Sr.	Parent representative	Y
Mrs. Martha Quinonez	Parent representative	Y
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	Y
Ms. Danica Flores	Student representative	Y
Ms. Jacqueline Jauregui	Student representative	N
Mr. Joel Rivera	Student representative, Vice Chairperson	Y
Ms. Dolores Moncayo	Classified Staff	Y
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. Wendy Noah	Parent	N
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		
X	1A	School Plan Development – Data Analysis & Needs Assessment		1.	EL Program		1.	Title I Requirements
x	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
	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

Ms. Reyna Franco, called the meeting to order at 3:30 pm and welcomed everyone in attendance. Dr. Kwong introduced new members that did not attend previous meeting.

II. Approval of Minutes

Minutes from 5.23.17 & 10.18.17 were distributed and reviewed by members. No changes were suggested for the 5.23.17 meeting minutes. For the 10.18.17 meeting minutes there was a discussion about writing out the 7 norms of collaboration 1. Pausing 2. Paraphrasing 3. Posing questions 4. Putting ideas on the table 5. Providing data 6. Paying attention to self and others 7. Presuming positive intentions

On the motion of Mr. Sanders, seconded by Ms. Finch, all members voted to approve the 5/23/17 meeting minutes. Motion Carried.

On the motion of Mr. Sanders, seconded by Ms. Franco, all members voted to approve the 10/18/17 meeting minutes. Motion Carried.

III. Old Business

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

1) Selection of Roles

Elissa Finch nominated herself for Secretary. Mr. Santos second the motion. All 8 voted for Ms. Finch to be Secretary. Elissa Finch nominated Fred Sanders for Chairperson. Ms. Franco seconded the motion. All 8 voted for Mr. Sanders to be Chairperson

Elissa Finch nominated Joel Rivera for Vice-Chairperson. Mr. Santos seconds the motion. All 8 voted for Mr. Rivera to be Vice Chair.

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. 17-18 SPSA Monitoring: Goal and Actions progress:

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.

A. Weekly Attendance Data:

Dr. Kwong distributed attendance data for Lawndale HS and overall CVUHSD attendance for last 3 years.

All members in attendance discussed the disaggregated attendance data.

Ms. Quinonez expressed concern regarding the discrepancy between Asian and Latino students enrollment ratio as compared to their attendance percentage. Dr. Kwong responded by indicating that the data tables disaggregate the attendance data by gender, socioeconomic, English Learner, and etc. to allow analyzation of data in multiple facets.

Mr. Santos and Ms. Finch engaged in discussion about the fact that 4% of the student body causes a loss of \$113,694 annually. Ms. Finch mentioned that she was surprised that Monday and Friday were not the highest percentage of absence and that Wednesday and Thursday are the highest absence rates.

B. School Behavior and Safety:

This item was tabled until next meeting due to time restraint.

2. Parent Involvement Policy & School Parent Compact 18-19:

Dr. Kwong distributed parent involvement plan. Members reviewed the policy and gave feedback on possible changes and updates to the document.

It was discussed that the parent compact will be a google doc/link via website so that parents have access.

The PTSA was noted as not being an organization at LW but the PTO is and language will be altered.

Several dates and names were corrected on the compact.

Dr. Kwong has emailed to all members.

V. Other

Parent Input/Advice/Comments:

Advisory Committee Input (for SSC Meetings):

ELAC Input: no ELAC representation or information to share at this time

VI. Adjournment:

The meeting was adjourned Dr. Rodas at 4:37pm. Next meeting on December 13th.

Respectfully submitted,

__Dr. Eugene Kwong_____

Acting Secretary, __SSC_____ (Council/Committee)