



**Audubon Middle School
Advisory Committee/ Council
Official Minutes
2014-2015
October 28th, 2015**

I. Call to Order/Welcome

A) The meeting was opened by Ms. Ayala at 5:05pm.

II. Pledge of Allegiance

A) Ms. Ayala led the Pledge of Allegiance.

III. Roll Call

A) Ms. Ayala led roll call. Ms. Tucker, Ms. Price, Mr. Rios, Mr. Shumate, Ms. Ayala, Ms. Montes, Ms. Reynoso, Ms. Urblest, Ms. Ware, Ms. Willock, Mr. Parkes were present. We have quorum. Ms. Fuller and Ms. Collins arrived at 5:25pm.

IV. Approval of Minutes

- A) Ms. Reynoso clarified that her name is “Maria Reynoso” not “Marta Reynoso”.
- B) Ms. Ware clarified that her name is “Ms. Ware” not “Ms. Ward”.
- C) Mr. Rios noted that he had 5 votes and that Mr. Parkes had received 2 votes.

V. New Business

- A) Ms. Tucker presented the SSC Member Handbook for 2015-16.
 - a. She read page 15 of the handbook regarding “LAUSD Title 1 Mandates”
 - b. Ms. Ayala reviewed “Establishing a SSC” and the model as part of the introduction.
 - c. Mr. Shumate asked for SSC acronyms and Ms. Ayala said that she would present that information on the 12th.
 - d. Ms. Tucker reminded us that we need to have the meeting information posted 72 hours in advance and that it must be posted publically in the school’s Main Office.
 - i. Ms. Ayala shared that we also announce the meeting on the website, marquee, and that we make Connect Ed phone calls.
 - e. Ms. Ayala read from page 18 regarding the Community Member sign-in sheet; she clarified that our agenda includes public announcements to accommodate for our community members.
- B) Ms. Ayala distributed and presented the Audubon SSC Bylaws. She shared that the only items that we are able to change are bolded in the document; the rest of the document is written by the school district.

- a. Ms. Ayala asked if we would like to relinquish a seat for a community member, however there are requirements/qualifications for such a member.
 - i. Ms. Ware asked if we had someone in mind for this position.
 - ii. Mr. Shumate made a motion that we take a vote. 12 members were in favor for keeping the committee as is; 0 were against; 0 abstained.
 - b. Ms. Ayala asked if we would like to include a student member on our committee, however we would lose parent members as a result.
 - i. Mr. Shumate asked if students would have voting privileges.
 - 1. Ms. Ayala answered that yes they have equal votes.
 - ii. Ms. Price motioned that we keep the committee as is, leaving the experience for student members to the high school level. 12 members were in favor for keeping the committee as is; 0 were against; 0 abstained.
 - c. Ms. Ayala clarified item #3 regarding to whom the Secretary must submit the minutes: Title 1 Coordinator, EL Coordinator, and ELAC Committee.
 - i. Ms. Ayala motioned that we strike the ELAC Committee from this item, seeing as that the EL Coordinator runs the ELAC Committee meetings. 12 members were in favor; 0 were against; 0 abstained.
 - d. Ms. Price makes a motion that we leave the meetings on every second meeting of the month, starting at 5pm. 12 members were in favor; 0 were against; 0 abstained.
 - e. Ms. Price motions that we leave the location of the meeting at the library of Audubon Middle School. 12 members were in favor; 0 were against; 0 abstained.
 - f. Mr. Shumate motions that we leave the notice of meetings as is. Ms. Price seconds. 12 members were in favor; 0 were against; 0 abstained. Motion carries.
 - g. Ms. Ayala led the committee through the signing of the approval of the Bylaws. Each member signed on one piece of paper.
 - h. The Spanish translator asked a clarifying question regarding the changes to the bylaws and the requirement to have the changes to the bylaws posted for 30 days prior to approving it.
- C) Ms. Ayala referred to the handbook once again.
- a. She looked specifically to page 13 in the handbook at the “Ways of Talking” and the difference between dialogue and discussion.
 - b. She presented the “Roberts’ Rules of Order and Parliamentary Procedure” and “Consensus” on page 12.
 - c. She referred the committee to the resource page to be explored further on the members’ own time.
- D) Ms. Tucker presented the Uniform Complaint Procedures (UCP) pamphlet from the Educational Equity Compliance Office.
- a. Ms. Ayala clarified that all complaints must be filed in the same manner. She directed the committee to the form that must be given to an administrator.
 - b. Ms. Ayala committed to posting the UCP form on the Audubon website.
- E) Ms. Ayala shared that the School Safety Plan is available in the Main Office and the point administrator is Mr. Avila.
- a. Ms. Ayala invited all members to participate on the School Safety Plan Committee.

VI. Old Business

- A) Ms. Ayala shared regarding the SIG grant, which is a \$6 million federal grant.
 - a. She reminded the committee that every year, there are requirements that must be met in order to keep those funds over the course of the three years.
 - b. Mr. Shumate asked if the SIG monies could be used for character development programs for our children.
 - c. Ms. Tucker asked if some of the money last year had been used for teacher development.
 - d. Ms. Fuller asked if we as a committee had voted to have two PSW's on our campus. Ms. Ayala responded yes, however one is on leave. Ms. Fuller asked if there was something that we could do as a committee to get that position filled during this time of leave.
- B) Ms. Ayala shared the School-Parent Compact for Achievement 2014-2015.
 - a. Mr. Shumate asked if parents had to sign the compact. Ms. Ayala responded no.

VII. Announcements

- A) "Total Woman: Gym and SPA" has given free one-month passes.
- B) The Harvest Festival on Friday, October 30th from 1pm – 3pm.
- C) The next SSC Meeting is on Thursday, November 12th.

VIII. Public Comments

- A) Mr. Parkes shared that the loss of Ms. Garcia, our parent rep and Spanish translator, has led to difficulties in communicating with Spanish-speaking parents. He has asked if we can hire a Spanish translator to be permanently located on our campus.

IX. Adjournment

- A) Ms. Ayala motioned that we adjourn at 6:24pm. 12 members were in favor, 0 were against, 0 abstained. Meeting adjourned.