

**LOS ANGELES UNIFIED SCHOOL DISTRICT**

**Office of Parent and Community Services**

**Parent Advisory Committee (PAC)**

**Thursday, January 25, 2018**

**Meeting Minutes**

1. **Welcome/Call to Order: I**

Mr. Cornejo, PAC Chairperson called the meeting to order at 10:02 am and welcomed those in attendance.

1. **Pledge of Allegiance:**

The flag salute was led by: Jacquelyn Smith Conkleton, PAC Member

1. **Announcement from Members/Alternates and PCS Staff**
2. Member Fonseca mentioned the Title 1 meeting which took place on Wednesday, January 24, 2018, stating that feedback is still needed. The next meeting will be Tuesday, February 6, 2018 from 10:00 am to 1:00 pm.
3. Member Daniel Estrada invited all members to University Day Visitation on February 10, 2018, from 8:30 am to 1:00 pm.
4. Member Paul Robak commended the new seating arrangement by local districts
5. Member Brent Anderson mentioned Positive School Wide Behavior recommendations are needed and may be voiced at the meetings every 3rd Thursday in Blue Room at Beaudry.
6. Member Conkleton requested a meeting with all Foster Youth representatives to discuss some important issues for the group.
7. It was noted a Family Day at Virginia Road Elementary School from 9:30 am to 11:30 am. for African American Families.
8. Member Yolande Beckles announced the African American Family Day on Saturday, February 24, 2018 from 8:30 am-2:00 pm at Gardena Senior High School located at 1301 West 182nd St. Gardena, CA 90248.
9. Member Mary Lee suggested that parents are needed for the African American Study Group committee.

**Parent Ambassador Update:** Evelyn Aleman asked members to let her know if they were still interested in joining the Parent Ambassadors group. Please see her after the meeting. She introduced member Yoshiko Kim who shared with the members that the PA group was developing materials and a good consistent message.

1. Member Davis mentioned that Mentors are needed at the all-boys school. If you are interested please call the Boys Academic Leadership Academy School.
2. Member Raquel Toscano reminded us that "we are here to support our children” and that respect is the # 1 most important factor.
3. **Office of Parent and Community Services Update:**

Dr. Lugo, Administrator at PCS, welcomed the members and stated that "we are all committed to putting our students first ". She then pointed to the meeting norms, which were on the tables. She reminded the members that the power of the PAC lies within the LCAP recommendations to the Superintendent.

The priority today is to develop comments/recommendations for Proficiency for All. We need work to submit comments earlier due to budget development in March. She requested that all comments be specific and achievable. She gave an example of having a required 24 parents for a specific training and the recommendation is to increase the number of PAC invited members.

Dr. Lugo stated that all motions be posted on the document reader, in order to make the process more transparent.

The Chair announced that quorum was established at 10:18 am with 29 members present.

Interim Superintendent Vivian Ekchian is continuing the work and leadership of Michelle King. There is no indication on selection of a Superintendent to date.

There was an issue regarding the number of current PAC officers and the existing Bylaws. She stated that in 2015 a motion was made and passed by the PAC members to approve the current officer’s positions.

Mr. Alvarenga, Administrative Coordinator PCS, explained the parliamentary procedure term *"Stand at Ease",* which is when the Chair while reviewing a motion the membership is asked to wait a few minutes and talk among themselves. He also explained the parliamentary procedure term "*Moving the previous question*", when a member brings a motion to the floor for discussion and after much debate any member can make a motion to stop debating any member can state *"Moving the previous question"* the member must be recognized by the Chair, needs to be seconded and approved by 2/3 of the membership.

*"Call of the order of the day"* when members moved out of order on the agenda, a member may " call the order of the day" to follow the agenda, does not need to be recognized by the Chair, no second is needed and to lay the order of the day aside it must be approved by 2/3 of the membership.

Member Fonseca made a comment about the importance of updating the PAC Bylaws and parliamentary procedure training.

1. **Roll Call/Establish Quorum**

Members were seated and roll call was conducted by Marilyn Morales, PAC Secretary at 10:30 a.m.  Quorum was established with 31 members present. This is an official meeting.

1. **Public Comment**

Public Comment: *Five speakers, two minutes each*

*The public was allowed a limited time of two (2) minutes per speaker to address the membership*

Members of the public were given an opportunity to address the committee. No public comment was giving as no one signed any forms before 10:00 a.m.

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| **Name of Speaker** | **Topic/Area of Concern** |
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1. **Minutes Approval** *(Action Item)*

A vote to approve minutes was facilitated by Chairperson Jose Cornejo at 10:37 a.m. It was asked if there were any corrections, deletions or additions; followed by discussion. Paul Robak PAC member made a motion to approve the minutes from **January 25, 2018** with the necessary corrections, deletions or additions. Anzhela Martirosyan PAC member, seconded the motion.

27 were in favor, 6 were against, 2 abstained. The motion passed.

Member Beckles and Member Ortiz requested time to read the minutes.

Mr. Fonseca made a point of order; he stated, the Chair could only vote by ballot. The Chairperson ruled the comment out of order, Member Fonseca appealed the Chairperson’s ruling, Member Beckles seconded, a discussion ensued about the acceptable way to vote . Chairperson Mr. Cornejo explained that the "I" and the raised hand are acceptable ways to vote. Chairperson Cornejo rescinded and stated the he would not vote. The voting process continued in order to move the agenda forward.

Chair announced that 32 members and 5 alternates, 37 members were present at 10:37 a.m.

Member Anderson commented that there was animosity over article lV of the agenda and that the attendance for this committee is punitive.

1. **Unfinished Business**
* **Motion on the Bylaws**

Mrs. Mills, acting chair. From January 10, 2018, at 10:54 am there was a motion by member Beckles seconded by member Fonseca, to create a sub-committee to review and make the needed changes to the PAC bylaws. Members Ortiz and Robak, were in favor of creating the sub-committee. Member Anderson introduced a motion that this sub-committee be ongoing annually. Motion was seconded by member Mary Lee. Member Beckles asked member Anderson to withdraw the motion. Member Anderson withdrew the motion.

We moved to a vote for the creation of the sub-committee. In favor with a yes 33 and 0 opposed.

The motion passed at 11:07 am Chairperson Cornejo proposed the following:

Bylaws Committee will consist of 7 members

• PAC members will be seated according to their elected Local District

• One (1) PAC member from each Local District will be selected by their peers to represent them on the bylaws review committee

• One (1) member will be appointed by the chairperson

• Committee will produce a draft bylaws and report back to the entire PAC membership The PAC subcommittee will be composed as follows: LDE: **Roberto Fonseca**; David Gomez, (Alt.) LDW: **Yolande Beckles**,; Jacqueline Smith Conkleton,(Alt.) LDNE: **Jatin Bhakta**; Anzhela Mortirosyan, (Alt) LDNW: **Merquiseded Absalon**; Karla Ysais (Alt.) LDS: **Paul Robak**; Brent Anderson,(Alt) LDC: **Maria D. Ortiz** ; Bonnie Jones (Alt). It was suggested that an alternate be selected in case the committee member is unable to fulfil his/her commitment.

Chairperson Mr. Cornejo mentioned that there will be a special meeting where the bylaws sub-committee will present to the membership the draft with the changes and updates to the bylaws, there will not be a vote on that meeting, but he wants all the membership to participate by making comments and amendments to the document by page number, line number and paragraph number as the document will be written in that format by the PCS staff. The final document will be submittedfor final approval and for legality and form to the Office of General Counsel.

* **Discussion: Public Comment on Every Item**

Members Fonseca, Ortiz and Robak are in favor of the motion to allow public members to comment on every single item under the counsel jurisdiction for a maximum of 3 members 1 minute each. The motion passed with 29 members in favor (standing) and 0 opposed. Motion carries.

* **Comment Development for LCAP Goal Proficiency for All**

Mrs. Brackins gave instructions: Members are divided by regions and each table has a college name please write that name on your sheet of paper. There will be 35 minutes for each group to select a facilitator, recorder, and time keeper to record the top 5 comments on chart paper. Then there will be a gallery walk for 15 minutes and members will vote the 5 top comments to be given to the superintendent in addition to other comments.

Member: Paul Robak, made a motion at 1:10 pm to extend the meeting to allow the agenda to be completed. Seconded by member: Jacqueline Smith Conkleton. The motion passed by general consent.

Denise Grande-Harris made a motion to postpone the voting (via stickers) to prioritize the top five (5) from charted recommendations in regards to "Proficiency for All”, until the start of our next meeting, to allow for maximum participation by PAC members. PCS staff will post the comments by 9:30 am so members may view them prior to the start of the meeting". Motion seconded by Vice Chair Christine Mills. The motion passed with 29 members in favor and 0 opposed.

1. **Chairperson’s Report**

We spend a lot time on planning the formation of the sub- committee to review the PAC bylaws.I have asked Mary Lee to develop a Foster Youth working group, to figure out and review what are the needs of the Foster Youth and how we as a body can help and support them,

I have appointed Mary Lee Chair of the group.

There is a motion by Member Ari McIntyre, about writing a letter to Secretary of Education Mrs. Betsy Devoss, there has not been a follow up about that.

Attendance Report: approximately seven (7) people have missed more than the allowed meetings. They will receive a letter notifying then that if they miss any more meetings they will be removed from the committee.

1. **Presentation: 100% Attendance**

Martha Godinez, Coordinator Pupil Service and Attendance, Student Health and Human Services.

She gave information on the importance of 100% attendance, the district's goals, the services and supports provided by Pupil Service and Attendance Counselors, learning how to advocate for attendance and support services in the schools. Student attendance is very important because we cannot teach an empty seat. When it comes to attendance the early grades are very important. Students missing 1 month or more per semester have only 10% chance of graduating. One two weeks of absences substantially reduces the probability of graduation (63% vs 87%). A high school graduate will earn about $300,000 more than a high school dropout, over their lifetime and high school dropouts are more likely to be unemployed, live in poverty, receive public assistance, and go to prison.

The LCAP attendance goal is for students to not miss more than 7 days all year, or achieve 96% attendance. Chronic absence LCAP target is 9% and proficient advance 75%, so far in all LD's goals have been met. Nevertheless, Foster Youth and Special Education students do not meet the targets. While the district has several coordinators at parent's disposal, parents play many roles: first teacher, cheerleader, role model, enforcer and advocate. If students don’t attend school they fail to graduate. A question was addressed regarding the need for a PSA counselor at all schools

1. **Proposed Agenda Items for Future Meetings**
2. Access and Equity Unit for the African American Students.
3. Quality Instruction in the classroom.
4. Itemize LCFF budget by Mr. Pedro Salcedo.
5. How the district is using Arts Instruction to support all LCAP priorities.
6. Itemize PAC budget.
7. **Adjournment** *(Action Item)*

Chairperson Mr. Cornejo adjourned the meeting at 1:20 pm

These notes were respectfully submitted by Marilyn Morales, PAC Secretary.