

# Lavern Gaynor Elementary School Advisory Council (SAC) Minutes

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*\*Minutes of Meetings will be posted after approval at subsequent meeting*

<b>SAC AGENDA FOR</b>	Date: January 17, 2023	Location: Cafeteria
<b>SAC CHAIR</b>	Dr. Gertrude Gomez	
<b>PRINCIPAL</b>	Dr. Susan Jordan	
<b>NOTIFICATION OF MEETING</b>	Marque, Website, Parent Activities Calendar, Notes Home, e-mail members, Phone Calls	
<b>MEMBERS PRESENT</b>	Kelly Viana, Susan Jordan, Julie Evora, Lorena Almanza, Gertrude Gomez	
<b>MEMBERS ABSENT</b>	Ricardo Moncher, Daisy Varela, Landy Victor, Vicky Rodriguez, Jen Lee, Jessica Pimental (resigned), Laura Woolf, Jessica Espiritu, Juana Ramirez,	
<b>GUEST PRESENT</b>	Edith Arpaia	
<b>QUORUM PRESENT?</b>	No. Since we have had a member resign, we will either replace the member or reduce the number of voting members. A discussion ensued and it was decided that Gomez will contact the members not attending to discern the reason for their lack of participation. Membership was called and they all confirmed that they would attend the meeting. Dr. Gomez will provide a report to the council at the February meeting.	
<b>OFFICIAL CALL TO ORDER/WELCOME</b>	Dr. Gertrude Gomez called the meeting to order at 6:29 PM.	
<b>APPROVAL OF MINUTES</b>	Minutes from October 18 and November 15 meetings were not distributed as quorum was not established. Minutes will be presented at the February meeting.	
<b>AGENDA ITEM 1</b>	2022-2023 Budget was presented as there have been no changes since the last meeting. <ul style="list-style-type: none"> <li>• TLead Funding Proposal(s) update <ul style="list-style-type: none"> <li>○ \$13.22 in TLead for SAC</li> </ul> </li> <li>• \$698.25 in SAC SCHIMPR budget</li> </ul>	
<b>AGENDA ITEM 2</b>	Status of Proposals <ul style="list-style-type: none"> <li>• The certificates have been used by the administration and teachers to recognize students' achievements. Almost all of the certificated have already been used. The students appreciate the recognition and proudly display them in their Leader in Me binders.</li> <li>• The resources purchased to implement the math games have been well received and are being used regularly by the students and staff to promote a greater understanding of the math concepts in the</li> </ul>	

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	<p>new curriculum. The resources are expected to last the school a few years.</p>
<p><b>AGENDA ITEM 3</b></p>	<p>Report from the Chair</p> <ul style="list-style-type: none"> <li>• The Chair attended a district-wide meeting/training on January 9, 2023.</li> <li>• The meeting was very productive and informative.</li> <li>• The CCPS is soliciting input from the school community on what they would like from the new superintendent. The Chair encouraged all members present to complete the surveys sent out to their respective groups or to log into the district website and complete the survey that is published on their site. It's important that all stakeholders can voice their concerns and wishes for the superintendent search.</li> </ul> <p>Report from the Principal</p> <ul style="list-style-type: none"> <li>• Students have completed their benchmark assessments and are now engaged in their Progress Monitoring assessments this week.</li> <li>• We are excited to see the growth our students have made and will present a full data analysis to the council at the February meeting.</li> <li>• The school is in the process of adding new security features – access control throughout the school premises. Staff and the RSO will be able to use their ID badges to access the school.             <ul style="list-style-type: none"> <li>○ Phase one entails the use of the ID badge to access outer building doors, key internal (frequently used) doors, and the elevator.</li> <li>○ Phase two will include the use of the ID badges to access classrooms.</li> </ul> </li> <li>• One of the bonuses of the new security feature is that the RSO and the police have easier / faster access to the school premises by using their ID badges. This will provide faster support to our school community in case of an emergency.</li> </ul>
<p><b>AGENDA ITEM 4</b></p>	<p>Since the council opted not to meet in December the revision schedule of the Operations Manual had to be revised. The revised SAC Operations Manual Review Schedule was presented as follows:            Article I: Membership (Sections A &amp; B)- November 15            Article I: Membership (Sections C &amp; D) – January 17            Article II: Duties &amp; Article III: Officers – February 21</p>

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	<p>Article IV: Meetings, Article V: Committees, Article VI: Rules of Order, Article VII: Amendments – March 21 Final review / changes – April 18</p>
<b>AGENDA ITEM 5</b>	<p>The members presented reviewed and discussed Article I: Membership (Sections C &amp; D) of the SAC Operations Manual.</p> <ul style="list-style-type: none"> <li>• It was agreed that the document needs formatting so it's easier to follow.</li> <li>• Dr. Gomez will research other Operations Manuals to see their formats.</li> <li>• There is a discrepancy between a couple of sections regarding the term of office of members and the process for replacing members who resign mid-term.</li> </ul>
<b>OPEN AGENDA</b>	<p>Dr. Gomez requested if there were any additional agenda items to be discussed and a discussion ensued on the potential of reducing the number of voting members as members have not been able to attend the meetings on a regular basis.</p>
<b>NEXT MEETING</b>	<p>February 21 at 6:00 PM in the cafeteria</p>
<b>NEXT MEETING: AGENDA TOPICS</b>	<ul style="list-style-type: none"> <li>• Mid-Year Assessment Report</li> <li>• Reduce number of members</li> </ul>
<b>MEETING ADJOURNED</b>	<p>Dr. Gomez thanks the members for attending the meeting and for their valuable input. The meeting was adjourned at 7:00 PM.</p>
<b>MINUTES SUBMITTED BY:</b>	<p>Dr. Gertrude Gomez</p>