

Lavern Gaynor Elementary School Advisory Council (SAC) Minutes

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

SAC AGENDA FOR	Date: November 15, 2022	Location: Cafeteria
SAC CHAIR	Dr. Gertrude Gomez	
PRINCIPAL	Dr. Susan Jordan	
NOTIFICATION OF MEETING	Marque, Website, Parent Activities Calendar, Notes Home, e-mail members, phone calls	
MEMBERS PRESENT	Dr. Susan Jordan, Dr. Gertrude Gomez, Lorena Almanza	
MEMBERS ABSENT	Ricardo Moncher, Daisy Varela, Landy Victor, Vicky Rodriguez, Jen Lee, Jessica Pimental, Laura Woolf, Jessica Espíritu, Juana Ramirez, Kelly Viana, Julie Evora	
GUESTS PRESENT	Wendy Turcios	
QUORUM PRESENT?	Establish Quorum (7 people) Quorum was not established. Only three voting members were present. Dr. Gomez informed the members that one member (Jessica Pimental) has requested to be taken off the membership list as she cannot attend the meetings.	
OFFICIAL CALL TO ORDER/WELCOME	Dr. Gertrude Gomez welcomed the members present and guest that were present. The meeting was called to order at 6:25 PM.	
APPROVAL OF MINUTES	Approve minutes from October 18, 2022, meeting. The minutes from the October 18 meeting were shared with the members present and they were asked to review the minutes, although we would not be able to approve them because we did not have quorum. We will review and approve the minutes at the next meeting.	
AGENDA ITEM 1	<p>2022-2023 Budget</p> <ul style="list-style-type: none"> • TLead Funding Proposal(s) <ul style="list-style-type: none"> ○ \$13.22 in TLead for SAC • \$698.25 in SAC SCHIMPR budget <p>Dr. Gomez informed the members that most of the TLead funds were used to purchase the certificates and cooperative learning resources as approved at the previous meeting. The funds available in the SCHIMPR could be used this year or we could continue to carry it forward. The members were invited to provide the council with ideas of items needed at the school that could be purchased with the available funds. The parents did not have any suggestions and requested that the council approach the teachers and solicit their ideas to spend the funds.</p>	
AGENDA ITEM 2	<p>Status of proposals</p> <p>Dr. Gomez provided the members and guest an update on the proposals approved last meeting.</p>	

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	<ul style="list-style-type: none"> • Certificates - The certificates have arrived and are being used by the teachers to recognize the students for their achievements. The certificates will be handed out after the Fall Break. • Cooperative Learning Resources – The resources have been ordered and are in transit. They should arrive before the Winter Break so that teacher may use them with the students to help prepare them for the next progress monitoring assessments.
<p>AGENDA ITEM 3</p>	<p>Report from the Chair Dr. Gomez thanked the members present for their support and cooperation. She explained that several members had conflicts with their schedule and that is why they were not at the meeting.</p> <p>Report from the Principal Dr. Jordan shared her delight with the success of the first round of the Leadership Clubs which took place on November 11 (Early Release Day). She expressed the wonderful enthusiasm shared by the students in participating in the clubs and how they wanted the clubs to be a regular occurrence (weekly). She mentioned that the clubs will be offered monthly. The Leadership Clubs are a way for the students to learn to balance work and play. They were designed to be aligned with the concepts learned in the Leader in Me, specifically Habit 7- “Sharpen the Saw”. The date of the December club has not yet been determined, but as soon as it is set, we will notify the school community. Dr. Jordan reminded the parents to monitor the Gaynor Gazette for the latest information about the school.</p> <p>Dr. Jordan also reminded the parents to join their children at the Thanksgiving luncheon at the school on Thursday, November 17. The students are excited to share what they are thankful for with their families.</p> <p>Lastly, parents were reminded to bring back the envelopes for the Walk-a-Thon. She explained that students will have the opportunity to be part of the “Silly String Team” and they will vote on who will be “silly stringed.” The students are excited about all the planned activities and always have lots of fun during the Walk-a-Thon.</p>
<p>AGENDA ITEM 4</p>	<p>SAC Operations Manual Review Schedule Article I: Membership - November 15 Article II: Duties & Article III: Officers – December 13 Article IV: Meetings – January 17 Article V: Committees, Article VI: Rules of Order, Article VII: Amendments – February 21</p>

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	<p>Final review / changes – March 21 The scheduled for the review of the Operations Manual was presented and members were provided with an opportunity to make any suggestions or revisions to the schedule. None were presented.</p>
<p>AGENDA ITEM 5</p>	<p>SAC Operations Manual Review Schedule Article I: Membership Dr. Gomez shared copies of Article I (Section A & Section B) with the members present and helped them understand the first article by translating the document to the parents in Spanish.</p> <p>Changes offered:</p> <ul style="list-style-type: none"> • Section A: Composition <ul style="list-style-type: none"> ○ No changes were requested. • Section B: Selection <ul style="list-style-type: none"> ○ Item 4 – change “students” to “children” as this refers to the parents’ offspring as not students. ○ Item 4 – delete “and a list of applicable school groups to which they belong” as students in the elementary school do not belong to clubs.
<p>OPEN AGENDA</p>	<p>The members were provided with an opportunity to discuss any other pressing issue. The members present asked if the 3:30 time for the meetings might be a better option. A conversation ensued, and the members agreed that a 3:30 meeting would be more practical, especially now with daylight savings time.</p>
<p>ADJOURNMENT</p>	<p>Dr. Gomez thanked the members for attending and providing input on the revision of the Operations Manual. The meeting was adjourned at 6:55 PM.</p>
<p>NEXT MEETING</p>	<p>December 13, 2022, at 6:00 PM The members suggested that a December meeting was not necessary as there are many activities happening during this month. They suggested to cancel the December meeting and hold the January 17 meeting at 3:30 PM. It was agreed to cancel the December meeting and we will call members to meet on January 17 at 3:30 PM. Dr. Gomez will revise the timeline for the review of the Operations Manual.</p>