

Lavern Gaynor Elementary School Advisory Council (SAC) Minutes

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

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| SAC AGENDA FOR | Date: October 18, 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 PRESENT | Kelly Viana, Julie Evora, Gertrude Gomez, Lorena Almanza, Jen Lee, Laura Woolf, Landy Victor | |
| MEMBERS ABSENT | Ricardo Moncher, Daisy Varela, Vicky Rodriguez, Jessica Pimental, Jessica Espiritu, Juana Ramirez | |
| GUESTS PRESENT | Wendy Turcios, Edith Arpaia, Tammi Magruder, Amanda Brown | |
| QUORUM PRESENT? | Yes, quorum was established. Seven members were present. | |
| OFFICIAL CALL TO ORDER/WELCOME | Dr. Gertrude Gomez welcomed the members, staff, and parents to the meeting. The meeting was called to order at 4:00 PM. | |
| APPROVAL OF MINUTES | <p>The minutes from the September 20, 2022 meeting were presented to the members present. They were provided with time to read the minutes and address any concerns or issues. None were presented.</p> <p>Mrs. Kelly Viana motioned to accept the minutes as written. Mrs. Jen Lee second the motion. All members accepted the minutes unanimously.</p> | |
| AGENDA ITEM 1 | <p>The members were reminded that they had decided to hold the election of officers (vice-chair and recording secretary) at this meeting. The members inquired as to the responsibilities of the positions. Dr. Gomez and Mrs. Arpaia clarified the roles of these two positions and opened the floor for volunteers or nominations.</p> <p>Mrs. Viana volunteered to be the vice chair. Members voted to accepted Mrs. Viana as the vice chair.</p> <p>Mrs. Lee was nominated to be the recording secretary. She accepted the nomination. The members voted for Mrs. Lee to hold the position of recording secretary.</p> | |
| AGENDA ITEM 2 | <p>2022-2023 Budget</p> <ul style="list-style-type: none"> • TLead Funding Proposal(s) <ul style="list-style-type: none"> ○ \$977.66 in TLead for SAC • \$698.25 in SAC SCHIMPR budget | |

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| | <p>Dr. Gomez reminded the members of the 2022-2023 budget and available funds. She informed the members that there were two requests for funds that will be discussed at the meeting.</p> |
| <p>AGENDA ITEM 3</p> | <p>Report from the Chair The Chair recognized the members for being present and thanked the parents for their support and cooperation in ensuring that their children returned to school in the aftermath of Hurricane Ian. She mentioned that the community was lucky to have suffered minor damages and that as a school we were always ready to support our school community if there was anything that needed to be addressed. She mentioned how proud we were of the attendance of our student body and staff for their resilience and strength. We recognized our students' attendance by challenging them to be present every day and they were awarded the opportunity to come to school in "free dress" (so long as they adhered to the dress code).</p> <p>Report from the Principal Mrs. Arpaia, the Vice Principal addressed the members on behalf of Dr. Jordan. She thanked the members present and informed them of how wonderful the students had been performing on their benchmark assessments and in being present at school every day.</p> |
| <p>AGENDA ITEM 4</p> | <p>Operations Manual Annual Review Options</p> <ul style="list-style-type: none"> • Review during SAC meeting <ul style="list-style-type: none"> ○ Section by Section • Sub-Committee review and report back to SAC • Other <p>Mrs. Arpaia presented several options for the review of the SAC Operations Manual. Time was allowed for members to discuss the options provided and to provide another alternate way to review the manual. No alternate option was presented. A conversation ensued as to the benefits and drawbacks of reviewing the manual by a committee and reporting back to SAC or reviewing the manual by section during the meetings.</p> <p>Mrs. Viana moved to chunk the manual into sections and review it during upcoming meetings. Mrs. Evora second the motion. All members agreed that this would be the most beneficial to the members present as they could better understand the manual and provide meaningful feedback when everyone is present.</p> <p>Dr. Gomez will create a schedule for the review of each section of the manual so that the manual will be completely reviewed by March 2023 or sooner.</p> |

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| AGENDA ITEM 5 | <p>TLead Funding Proposal(s)</p> <ul style="list-style-type: none"> • Certificates • Cooperative Learning Resources <p>Mrs. Arpaia presented the two proposals for the use of the TLead funds.</p> <p>Certificates – The students appreciate being recognized for their growth and progress. We currently have leadership, reading, math, science, attendance, BUG (bring up grades), and citizenship certificates. Teachers and administration use these certificates during the quarterly awards celebrations. The certificates will be printed in color and the students will add them to their leadership notebooks. All students are recognized in some manner for their leadership and “genius”.</p> <p>Resources – After discussing what would be the most practical purchase to implement cooperative learning strategies, the teachers and coaches have suggested that the school purchase spinners, dice for board games, envelopes, laminating film, etc. The rationale for the request for these purchases stem from the fact that our students learn when they are actively engaged with the content they are learning. The materials will allow teachers to elaborate the games from the math series and help the students internalize the content and become proficient in their learning of math skill and facts.</p> <p>Time was provided for teachers and parents to discuss the two proposals independently. After a brief discussion about the two proposals motions were presented.</p> <p>Certificates Mrs. Evora moved that we spend up to \$500 on the printing of certificates. Mrs. Viana second the move. All members were in favor of the printing of the certificates.</p> <p>Cooperative Learning Resources Mrs. Viana moved that we spend the requested amount of \$492.09 on the purchase of resources as presented in the proposal. Mrs. Evora second the move. All members agreed and approved both proposals.</p> |
| OPEN AGENDA | Dr. Gomez requested if there were any additional agenda items to be discussed. None were presented. |
| ADJOURNMENT | Dr. Gomez thanked the members for attending the meeting and for their invaluable input. The meeting was adjourned at 4:26 pm. |
| NEXT MEETING | November 15, 2022 at 6:00 PM / Cafeteria |