

#1 Hanford Elementary School District

Hanford Elementary School District (HESD)
Parent Advisory Committee
Meeting Minutes

Date of Meeting: December 14, 2021

Starting Time: 9:00a.m.

Location: <https://hanfordesd.zoom.us/j/86227490909>

Purpose of the Meeting: To consult, review, and comment on the Hanford Elementary Local Control Accountability Plan.

I. Welcome

1. Introductions: Mr. Carlton welcomed all attendees and conducted introductions.
2. Public Comments: Mr. Carlton made a call for public comments.

II. Approval of the PAC Bylaws: Mr. Carlton reminded committee members that we reviewed the PAC bylaws in detail at the first training session. Mr. Carlton called for a motion to approve the PAC Bylaws. Ms. Hall made a motion to approve the bylaws. Ms. Rodriguez seconded. All were in favor.

III. Uniform Complaint Process Annual Notice: Mr. Carlton noted that all members had been provided with a copy of the district's UCP Annual Notice. He briefly explained the purpose of the notice and the UCP process.

IV. Elect Officers: Mr. Carlton made a call for a motion for Chair and Vice Chair.

- a. Chairperson: Ms. Hall was nominated by Ms. Hall. Ms. Baily seconded.
 - b. Vice Chairperson: Ms. Baily was nominated by Ms. Bailey. Ms. Mascorro seconded.
- All voted in favor of the two nominations.

V. Review the District Parent Involvement Policy: BP 6020: Mr. Carlton displayed BP6020 on the screen and reviewed the policy in detail. Mr. Carlton opened the meeting to committee members for discussion on BP6020.

1. Discussion and Recommendations BP 6020: The committee made the following recommendations: The committee recommends that the Board of Trustees approve BP 6020.
2. Approval of Recommendations BP 6020: Ms. Baily made a motion to approve the recommendation. Mr. Gaona seconded. All voted in favor.

VI. Information: Local Control Accountability Plan (LCAP) and the California School Dashboard

1. Introduction to the LCAP: Mr. Carlton conducted an introduction to the LCAP. (Note members had previously received training on the role and function of the PAC, evidence-based decision making, the basics of the district's funding including the LCFF, The State's Eight Priorities, and the district's LCAP goals.) Mr. Carlton explained that the LCAP has four main sections and provided an overview of each of the sections:

- Plan Summary
 - General Information
 - Reflections: Successes
 - Reflections: Identified Need
 - LCAP Highlights
- Engaging Educational Partners
 - How we received input from our various education partner groups
- Goals and Actions
 - Measuring and reporting Results
 - The data and evidence that leads us toward planning an action, program or service
 - Actions and Expenditures
 - The specific programs and services we plan to provide for students and the estimated cost of each action.
 - Goal Analysis: Reporting of how we did implementing our planned actions (toward the end of the year)
- Increased or Improved Services
 - A discussion/report of how our planned actions increased or improved services for students who are low-income, English learners, or foster youth

2. Introduction to the California School Dashboard: Mr. Carlton conducted an introduction to the California School Dashboard and provided members with an explanation of the State Indicators and Local Indicators.

3. Relationship between LCAP and Dashboard: Measuring Progress Toward Goals: Mr. Carlton reminded members that these indicators are part of the data that we can analyze to help us determine progress toward our goals.
4. District Goals: Mr. Carlton reviewed the district's five LCAP goals.
5. Expected Outcomes: Mr. Carlton explained that the committee would now review the expected outcomes on a subsection of the Local Indicators (Facilities, Instructional Materials, and Teacher Credentialing)

VII. The California School Dashboard: Hanford Elementary's Performance on Local Indicators

1. Instructional Materials: Mr. Carlton explained the process for determining the sufficiency of instructional materials.

- **Instructional Materials:**

Percent Of Students Without Access To Their Own Copies Of Standards-Aligned Instructional Materials For Use At School And At Home

- All students have access to their own copies of standards aligned materials for use at school and home.
 - Williams Inspection in September 2021 showed no findings. All students have access to the standards-aligned materials.
 - Board Resolution #6-22 Sufficiency of Instructional Materials on 9/8/2021.

- a. Discussion, Recommendations, Approval of Recommendations: Mr. Carlton opened the meeting to committee members for discussion on instructional materials.
The committee made the following recommendations: The committee recommends that the district continue to ensure that all students have the required instructional materials.
Ms. Rodriguez made a motion to approve this recommendation. Ms. Hall seconded. All voted in favor

2. Facilities: Mr. Carlton explained that each year in September, the district's Director of Facilities and Operations, along with our partners from the Kings County Office of Education conduct an inspection of our facilities using a document called the Facilities Inspection Tool (FIT).

3.

- **Facilities:**

Instances Where Facilities Do Not Meet The "Good Repair" Standard (Including Deficiencies And Extreme Deficiencies)

- All facilities meet the "Good Repair" Standard.
 - Williams Inspection with partners from the Kings County Office of Education in September 2021 showed no findings.
 - Facilities Inspection Tool (FIT) in August 2021 showed the district's facilities to be in "Exemplary" condition.

- a. Discussion, Recommendations, Approval of Recommendations: The Committee made the following recommendations: School hallways and bathrooms should have positive affirmations in the form of signs, paint, murals for students.
Ms. Mascorro made a motion to approve this recommendation. Ms. Bailey seconded. All voted in favor.

4. Teacher Credentialing: Mr. Carlton reviewed the California Department of Education's *Promoting Equitable Access to Teachers (PEAT)* tools. Mr. Carlton provided the definitions of "Ineffective Teacher," "Out-of-Field Teacher," and "Inexperienced Teacher." Mr. Carlton reviewed, in detail, each of the following PEAT tools:

- a. Review the California Equity Tools from the CDE
 - i. Ineffective/misassigned teachers and low-income students
 - ii. Ineffective/misassigned teachers and minority students
 - iii. Out-of-field teachers and low-income students
 - iv. Out-of-field teachers and minority students
 - v. Inexperienced teachers and low-income students
 - vi. Inexperienced teachers and minority students
 - vii. Conditions and policies may have contributed to educator equity data
 - viii. Discussion, Recommendations, Approval of Recommendations: Mr. Carlton opened the meeting for discussion and recommendations on teacher equity, credentials, experience, and distribution.
The committee made the following recommendations:

1. Work to get ineffective and out of field teachers certified. All teachers need to have the proper certifications. We should work to provide and support these teachers to become certified as quickly as possible.

2. There are a lot of good teachers who are in military families who come to us as excellent teachers with substantial experience. We do not want to lose these teacher because of specific California related credential requirements. We should hire these teachers and provide them with the support and training to finalize the California requirements in a timely manner.

Ms. Mascorro made a motion to approve this recommendation. Ms. Bailey seconded. All voted in favor.

5. Parent and Family Engagement (HESD Parent Survey)

- a. Discussion, Recommendations, Approval of Recommendations: The committee made the following recommendations: Mr. Carlton showed a copy of the current HESD Parent Survey on the screen. Mr. Carlton reviewed each of the survey items. Mr. Carlton opened the meeting for discussion and recommendations on the HESD Parent Survey.

The committee made the following recommendations:

1. Have opportunity for open ended response.
2. Conduct the survey online with a paper option.
3. Provide parents with some facts/information/resources (e.g. test scores, suspension rates) that parents could view to help inform their survey responses.

Ms. Mascorro made a motion to approve this recommendation. Ms. Bailey seconded. All voted in favor.

VIII. One-Time Federal Funds to Support Recovery from the COVID-19 Pandemic: Mr. Carlton provided an overview of the federal funding to support recovery from COVID and the district's current plans for actions and services using these funds. Mr. Carlton opened the meeting for discussion and recommendations.

1. Discussion, Recommendations, Approval of Recommendations: The committee made the following recommendations: Make sure that staff hired under temporary conditions know that their funding/employment may run out.
2. Have a plan in place to the degree possible, to keep staff on permanently that have been hired with COVID funds.
3. Have a safe, private location for students to meet with counselors.