

San Juan Unified School District
 Local Control and Accountability Plan Parent Advisory Committee (LCAP PAC)
 Meeting Minutes
 August 18, 2022 FINAL
 6:00 pm – 8:00 pm
 In-Person & via Zoom Meeting

Members Present:	Deborah Avalos, Kem Brown, Elnoria Colbert, Stephanie Colbert, April Green, Elizabeth Hawkins, Chelsea Kelley, Surina Naran, Neelam Poudyal, Steven Rubens
Members Absent:	Karyn Brown, Zinah Naseri, Jacqueline Shields
Staff Present:	Trent Allen, Melissa Bassanelli, Kent Kern, Laura Mulder, Peter Skibitzki, Daniel Thigpen, Gian Tornatore
Board Member Present:	Saul Hernandez
Call to Order:	Chairperson Rubens called the meeting to order at 6:05p.m.
Guest(s) Present:	Tom Nelson

Call to Order/Welcome:

- Chairperson, Mr. Steve Rubens welcomed members back and called the meeting to order at 6:05p.m.

Attendance Roll Call:

- see above

Approval of June 16, 2022 Meeting Minutes:

- 1st motion: Ms. Kem Brown
- 2nd motion: Ms. Elizabeth Hawkins
- Minutes approved with 7 ayes, 0 nays, 3 abstentions

Board Liaison/Superintendent Update:

- Board liaison, Mr. Hernandez, shared that Superintendent Kern submitted his retirement papers and that the process to hire the next superintendent has started. Superintendent Kern’s contract ends in June, 2023. He also shared that he attended the open house at the new Barrett Middle School facility.
- Deputy Superintendent Kern shared that the district is feeling positive about its enrollment numbers so far. He further shared that it has been a positive experience working with the San Juan Teachers Association to help fill open teacher vacancies via a signed letter of agreement and that the district currently has substitute teachers available. Last, he stated that COVID-19 so far is impacting more staff than students right now and that this seems to be the case in other districts as well. The district will continue to track.

General Visitor Comments:

- Mr. Nelson thanked the committee for making the decision to meet using a hybrid format as it models the desire of the district to be inclusive and recognizes the diversity of family situations.

LCAP PAC Draft Bylaws:

- Mr. Tornatore framed the discussion by reviewing the events leading up to tonight’s presentation which included: 1) the April 5th school board workshop on restructuring the LCAP PAC to being a board-appointed committee; 2) the June 16 LCAP PAC meeting where a draft of the April 5th workshop presentation was shared; 3) the June 28th school board meeting where data regarding function and format of the LCAP PAC was presented and discussed; and 4) the video of the two board meetings sent to the LCAP PAC on Monday, August 15th to review prior to tonight’s meeting.
- Mr. Allen shared that over the course of the summer, board members Hernandez and Costa (LCAP

PAC board liaisons) conversed about these previous meetings as well as some of the conversations that the LCAP PAC had in their previous meetings. Their conversations focused on how they could better support its committee members and member experiences. Areas discussed included:

- difficulty in filling committee vacancies
- member absences and turnover
- member dissatisfaction
- alignment of member roles and expectations to ensure the board has committee input to help inform their decision-making process

Mr. Allen shared that they took the time to review the existing bylaws to draft some changes. He highlighted some of the potential changes:

- clarification of the role and purpose of members in a consultative role
- delineation of board member role in their interaction with committee members as the committee expressed a strong interest in developing relationships with board members
- expectations of committee time and commitment
- No visitor comments on LCAP PAC bylaws
- LCAP PAC discussion
 - Chairperson Mr. Rubens would like the word “majority” stricken in Section III, Authority, and replaced with “any number of committee members.”
 - Chairperson Mr. Rubens asked if there will be one board liaison. Staff confirmed there will be one official liaison with one alternate since the district will soon move to a seven-member board.
 - Chairperson Mr. Rubens asked when it will go before the board. Mr. Allen shared it will go before the board for discussion at next week’s board meeting on Tuesday, August 23, and will come back for approval at the next board meeting on September 13 unless the board requests further information.
 - Staff, board liaison Mr. Hernandez, and the committee discussed the board appointment process, membership during the board transitions, and diverse representation on the committee. The need to prioritize the committee recruitment process was also discussed. Committee members contributed ways they may assist in the recruitment process by attending events such as Back-to-School nights.
 - Ms. Kem Brown would like to see the words “serve at the pleasure of the board” to be revised to something that is more collaborative and to strike the word “serve” completely.
 - Ms. Green wondered about the consideration given to the composition and selection of members other than just from English learners, foster youth, and low-income community members. She would like to see SpEd included in Section XI, “Composition and Selection of Members.” Mr. Tornatore shared that by law, the district is required to have committee members who represent these student groups. He further stated that the committee may also include members who represent a variety of different student groups.

Committee Business:

- Chairperson Mr. Rubens presented a recognition certificate to Ms. Kem Brown for her leadership and service last year as chairperson of the committee.
- Student Chair Elections (Action)
 - Student, Surina Naran, nominated herself
 - 1st motion: Ms. Green
 - 2nd motion: Ms. Kem Brown
 - Ms. Naran elected with 9 ayes, 0 nays, 0 abstentions
- Chairperson Mr. Ruben reviewed the policy for childcare at meetings
- Public posting of committee meeting recordings (Action)
 - LCAP PAC Discussion
 - 1st motion: Ms. Kem Brown
 - 2nd motion: Ms. Hawkins

- Motion carried to continue to post committee recordings with 6 ayes, 2 nays, 0 abstentions
- Future Agenda Items:
 - Ms. Kem Brown would like to discuss if there is a budget for LCAP PAC this year for food and committee learning opportunities. Mr. Allen extended an invitation to tour Camp Winthers if there is an interest.
 - Ms. Naran would like to know more about our Ukrainian refugee community.

General Visitor Comments:

- None

Adjourn:

- 7:32 pm

(LM)