



**PASADENA UNIFIED SCHOOL DISTRICT  
LEA-LCAP Parent Advisory Committee**

**Meeting Minutes**

October 18, 2023

Pasadena Unified School District Ed Center, Room 229 and via Webex

**Committee Present:**

In Person

Lily Bartenstein - Member  
Scott Harden - Chair  
Kelly Bradley - Member  
Rebecca Tuynman - Secretary  
Vicki Klopsch - Member

Via Webex

Laura Diaz Allen - Member  
Natasha Mahone - Parliamentarian  
Begonia Bautista - Member

**District Staff Present:**

In Person

Dr. Elizabeth J. Blanco, *Interim Superintendent*  
April Armendariz - *Administrative Assistant*  
Robert Hernandez - *Director for Planning, Innovation, Accountability, and Special Projects*  
Kimberly Kenne - *PUSD Board of Education Trustee*  
Taylor Furgeson, *PUSD Senior Research Analyst*

**Guests:**

In Person

Cindy Gin  
Manisha Strait

Via Webex

Judy McKinley  
Sally Iverson

**Welcome & Call To Order** (Scott Harden, Chair)

- Meeting was called to order by Interim Chair Scott Harden at 6:04 p.m.
- [Agenda for today's meeting is here](#)

**Public Comment** (Scott Harden, Chair)

- No public comment

**PAC Communications Strategy and Shared Drive Implementation**

- Facebook for Pasadena Unified School District Local Control Accountability Plan (PUSD LCAP) is now here. Access at [facebook.com/pusdlcappac](https://facebook.com/pusdlcappac)
- New online presence for the Local Control Accountability Plan Parent Advisory Committee (LCAP PAC), including a shared Google Drive for committee members

*Our Children-Learning Today-Leading Tomorrow*

- New Smore (digital newsletter) to increase public awareness and engagement. Discussion of how people will sign up for the Smore.

#### **Minutes Review** (Rebecca Tuynman, Secretary)

- [September 20, 2023](#) minutes review
- Minutes review committee determined to be Vicki Klopsch, Kelly Bradley and Scott Harden

#### **District Presentation: 2022-23 LCAP Survey trends analysis** (Taylor Furgeson, PUSD Senior Research Analyst)

##### [Data overview presentation linked here](#)

- 473 responses last year, which is a 39% increase over the previous year
- Parent responses are 84%, responses are weighted heavily towards parents
- Vicki Klopsch asked what the response rate was for the overall population, and what the goal for participation would be going forward. Taylor says he doesn't have those answers at the moment but they may come up in Dr. Hernandez's follow up
- Main takeaways from the survey are:
  - Need for improved communication
  - Respondents feel that they are not heard or invited to participate
  - Respondents feel they would be more likely to respond if they felt like district listened
  - Insufficient pay for support teachers and staff in order to recruit and retain quality teachers
  - Positive responses that were appreciative existed as well
- Review of Parent responses:
  - Laura Diaz Allen asked what an ELPAC meeting is, he responded English Learners. Scott clarified that that is actually ELAC - English Learners A(?) Committee
- Review of Staff responses
  - Natasha Mahone asked about staff responses, including what the number of the total teacher population is. He says he doesn't have the number of teachers total at the moment, but will get that to us.
  - Vicki K asked if these responses are individual or duplicated, Taylor Furgeson said they are counted as unique responses but some people did not answer all questions
- Review of Student responses
  - Only 16 students responded to the survey
- Review of community responses
  - Only 7 responses, and there was a coding issue with the Hanover company that did the survey, but Taylor was able to identify 7 of the responses as being community, not part of the group listed above.
- Taylor Furgeson welcomes people reaching out to him individually

#### **Discussion of the 23-24 LCAP Survey and input for 23-24 survey** (PAC Members)

- Question from WebEx asked how the response rate compares to those of other districts. He does not know that.
- Lily Bartenstein asked if we have demographic data, to see if these responses reflect our larger community that we are serving. Taylor Furgeson responded that the demographic data is in the more detailed response.
- Dr. Hernandez acknowledged the desire for increased participation. He says this year they will work with Principals to designate school day time for students, and also staff time on an A Monday. Also to have the survey about six months earlier than it was this year. Hopefully these items and improved District communications will get the word out and get more people to take part in the upcoming year.
- Rebecca Tuynman asked what an A Monday is. Explanation that it is a contractually mandated meeting that they have every other week. A B Monday is for teachers to have preparatory time.
- Manisha Strait asked how parents in non-public schools will be reached
- Kimberly Kenne said this survey is long, and there are also climate surveys, and she points out that there may be survey fatigue. She said that the percentages of the staff, parents and students is very small. She wonders what this survey is for. wonders what do we really want, and can a shorter survey do the same thing?
- Laura Diaz Allen asked if we can enter survey respondents into a raffle for a prize, would that incentivize it?

- Scott Harden acknowledged that with many surveys, this can get lost in the shuffle, and also sympathizes with the perspective of wondering what the survey is really supposed to do. He says that a Listening Session in February could help with this
- Lily Bartenstein gave the feedback that when collecting demographic data, surveys often don't allow for accurate responses. In her case, her family doesn't match because she is not hispanic but her son is, but there's not a way to reflect that in the survey data, which only gives one one option for households. Is there a way to disaggregate that? Taylor Furgeson asked would you like an additional question asking if the race/ethnicity of the child is different, Lily Bartenstein said maybe.
- Begonia Bautista suggested forming an outreach team that could bring people to the February listening session.
- Laura Diaz Allen said that the response to the survey is so small that it's not representative of much. So that makes her feel like we don't get to make much of the results.
- Rebecca Tuynman suggested that this survey feedback could be some of the work of the Metrics Subcommittee to make a cohesive set of recommendations. Discussion ensued about whether this is in the scope of the Metrics Subcommittee.
- Scott Harden suggested that a tactical next step would be a public gathering before the next meeting where our objective is what our desired outcomes would be for outreach either through survey or facilitated listening session.
- Lily Bartenstein asked if some of the questions on the survey are also asked in other surveys, and maybe they don't need to be asked in each survey.
- Taylor Furgeson says that he would like to redesign the survey for next time and so he can be more responsible about the answers
- Dr. Hernandez says that they do want feedback about the survey itself, noting as an example about how currently the questions are the same for parents, staff and students, and that it would make more sense to have breakout questions that are specific to groups. Also he agrees about the length of the survey, and stepping back and asking what the purpose of the survey is. It's been great to get Taylor's new perspective as a new person coming in. He says that to Manisha Strait's question, he will work with staff to get the survey to non-district parents

**District Presentation: Updates on the LCAP 24-25 Template Changes** (Dr. Robert Hernandez, Director for Planning, Innovation, Accountability, and Special Projects)

[Presentation slides are linked here](#)

- LCAP Required Revisions
  - Local Education Agencies (LEAs) are eligible for Differentiated Assistance
    - Two schools currently qualify, Rose City High School and Center for Independent Study, qualify for Local Control Funding Formula (LCFF) Equity Multiplier funds
  - Clarify the difference between the two prompts in the Engaging Educational Partners section
  - We currently have two required goals, a goal for youth in foster care and a goal for English learners. The proposed revision is that we no longer have required goals, but instead with the addition of the Equity Multiplier school sites that are eligible, have a goal for one of both of those schools.
  - Funds need to supplement not supplant funds to school sites. This needs to be funds in addition to what is already being funded.
  - Listed and reviewed further changes recommended for the next LCAP. Detailed in the linked presentation
  - Instead of having "what is your desired outcome" as they did in the past, the proposed revision is that it will now be "what is the current difference from the baseline". So at the end of year 3 we can say what the difference from year 1 to 3 is from the baseline. And a metric must be listed with the action.
- Increased and Improved Services
  - Option now to have a table, which should increase readability
- Timeline. They are now up to a November 8-9 State Board of Education (SBE) meeting where the new template will be reviewed.
- Resources. Gave a link in the presentation for LCAP Development Resources and also for a weekly meeting that a person could attend virtually. Links in presentation, linked at the beginning of this section. Dr. Hernandez recommends that we use both options to learn more. Lily Bartenstein asked how long the meetings are, he said from 45 to 90 minutes. They are not recorded by the State.

**How LCAP changes impact PUSD from the Board of Education Perspective** (Kimberly Kenne, PUSD Board of Education Trustee)

*Nuestros Niños-Aprendiendo Hoy-Liderando Mañana*

[Presentation slides are linked here](#)

- Shared handout summarizing on one sheet the Proposed Revisions to the 24-25 LCAP Template and Instructions as of October 2023. Notes on the handout she reviewed:
  - Under Technical Assistant (TA) Changes, noted that we need to decide if we will remove the goals for Foster Youth and English Learners and move their related actions/metrics to Goal 1
  - CCEE means [California Collaborative for Educational Excellence](#)
  - Under Increased Accountability Changes S&C means Supplemental and Concentration
  - Long Term English Learners (LTEL)
  - Under Change, she pointed out that now we must include actions for student groups or schools that fall in lowest performance group. For us that 8 subgroups in 19 schools, which is a significant amount of length to our LCAP
  - Under Related to New Equity Multiplier Funds, she pointed out that if a school is already funding something, the new funding cannot cover that, it has to supplement not supplant, but that can be hard on schools that are already funding things
  - Under Efforts to make the LCAP Shorter, she thinks it will be a loss of interesting information to remove the prompt in the Engaging Educational Partners section, and hopes that can still be captured elsewhere if not there
  - Under Other Changes, goal analysis now goes after metrics but before actions

**Q&A LCAP 24-25 Changes (PAC Members)**

- Scott Harden asked about other changes, she said Educational Code, definitely. Others, she's not sure
- Dr. Hernandez said in regards to Differentiated Assistance, with the Los Angeles County Office of Education (LACOE) they are meeting with five different groups, he will talk more about that in the future.
- Lily Bartenstein asked if we have an idea from the district about whether we will continue with the focus goals from the last 3 year cycle, or will we move things back where they came from in the LCAP because we are no longer required to have them. Dr. Blanco replied that her recommendation would be to keep the focus goals, but it will be up to the board. She thinks that the goals have helped us focus, that there was a 14% gain once we started focusing on foster youth goals, similar results with English Learners
- Laura Diaz Allen asked if since we have gone through the process of strategic planning, is there anything that has come up that will make us change our goals, and this is the time in the cycle to do it. She wants us to be very deliberate about our goals at this point. Can we see an opportunity for stepping back and looking at what came out of this strategic planning, and will our goals change coming out of that. Kim Kenne responded that we used to have more goals, and it was too much. Now we have 5 strategic plan pillars that align with our 5 LCAP goals. Now that our 5 strategic plan pillars have changed, our LCAP goals should change accordingly. She worries though about getting up to 10 goals, she doesn't want the LCAP to become such a long document that nobody looks at it.
- Lily Bartenstein asked if we are expecting a goal to come out of the black student and family task force that was initiated this year. Natasha Mahone responded that the task force is supposed to be submitting some things to the district for consideration for the actual LCAP, by March so that it fits in the timeline to see if it's something feasible for our District. Laura Diaz Allen said that if we don't change the goals, then what came out of the strategic planning might instead become a new method for reaching the goal instead of the goal itself.
- Kim Kenne asked Scott Harden if we talked about the required February update. She said that there's now a new requirement that District Staff must create a mid-year document to present to the school board. That will give school boards an update in the middle year about what's going on with the current year.
- Dr. Hernandez says that over the next few months that staff will provide recommendations on the goals and metrics. Ideally they will be finalized right at the beginning of the year, January or February. Brought up the possibility of having town halls once the first draft is started, giving people an opportunity to engage, in addition to the survey.

**Parking Lot (Scott Harden)**

- Scott Harden said the survey and outreach meeting will happen offline before the next meeting.

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- Scott Harden gave thanks to Dr. Blanco, asked her if she has anything to say to the PAC. She just said thanks for being here, and thank you to Board Member Kenne for summarizing the LCAP changes. She will work with Dr. Hernandez to schedule a board workshop so that we can continue to work with the board and the new group, the Roadmap Advisory Committee (RAC)
- Metrics subcommittee wants to meet to set its charter and do work November 8 at 6:00 p.m., it's an open meeting, we will get the agenda out to the public using our new tools like our social media and newsletter

**Adjournment** (Scott Harden)

- Adjourned at 7:35 p.m.

October 18, 2023 meeting minutes submitted by LCAP PAC Interim Secretary Rebecca Tuynman on October 25, 2023

Rebecca Tuynman  
LCAP PAC Secretary

Reviewed by Committee Members:

Scott Harden [SWH]

Vicki Klopsch [ vpk ]

Kelly Bradley [KB]