

**Pasadena Unified School District  
CIS Academy  
School Site Council  
February 4, 2025  
4 P.M.**

***MINUTES***

**The meeting was held virtually**

**I. Welcome / Call to Order/ Bienvenida / Llamada al Orden** Larry Torres, Principal

*The meeting was called to order at 4:12 p.m. by Larry Torres.*

**II. Flag Salute/Saludo a la Bandera** Member

*Larry Torres led the flag salute.*

**III. Public Comment/Comentarios del Público**

*Ms. Kobey asked about translation services—who is getting paid to do that? Ms. Moroyoqui answered that she is paid for translation services.*

*Ms. Kobey asked if the minutes and agendas for School Site Council are on the CIS website. Ms. Pringle indicated that there's a link on the webpage to access School Site Council minutes and agendas.*

**IV. Principal's Update** Larry Torres, Principal

*We are getting a large number of students wanting to come here and he is reaching out to district staff to help them understand the situation. Those numbers will probably continue to grow.*

*Ms. Kobey asked about getting a substitute registrar. Mr. Torres said that he heard today that they will get more clerical support and will need more counselor time in the next couple of weeks as well (he is working with Rose City to make that happen).*

#### **IV. Seating of New Council**

Larry Torres, Principal

*Council Members Present: Larry Torres, Karen Kobey, Andrea Reynoso, Natalie Moroyoqui, Sandra Aviles, and Kayla Winston*

*Others Present: Jennifer Pringle, Deborha Curtin*

#### **V. Election of Officers**

Larry Torres, Principal

*Chair: Ms. Aviles nominated Ms. Reynoso who initially declined. Mr. Torres suggested co-chairing with Ms. Reynoso, who agreed. Mr. Torres will be Vice-Chair. Motion made by Mr. Torres and seconded by Ms. Reynoso. Motion passed unanimously.*

*Secretary: Ms. Kobey nominated herself. Motion made by acclamation; motion passed.*

#### **VI. New Business (Action Item)**

Approval of May 2024 Minutes

Chair

*Motion to approve the 5/22/24 minutes made by Mr. Torres and seconded by Ms. Reynoso. Motion passed unanimously.*

School Safety Plan

Ms. Curtin

*The Safety Plan is in process and will need to be approved. Ms. Curtin shared the draft of the Safety Plan on the screen and reviewed it page by page, taking suggestions and making changes by consensus.*

*Mr. Torres indicated that this was a first run-through of the Safety Plan; Ms. Curtin will send this rough draft out to everyone by the end of next week so that changes can be made in writing ahead of the next meeting.*

By Laws

Larry Torres

*Mr. Torres is interested in changing the language about not having more than 50% students on the parent/community part of the council. He will provide language for this suggested change for the next meeting.*

#### **VII. Setting of SSC Calendar (Action Item)**

Chair

*Mr. Torres indicated that there's a council member who can only attend meetings on Mondays or Wednesdays. By consensus, we settled on meeting on Wednesdays at 4 p.m.; but we can revisit this at the next meeting. The next meetings were calendared for 2/19, 3/12, and 4/23.*

**VIII. Adjournment (Action Item)**

Chair

*Motion to adjourn the meeting made by Ms. Reynoso. Motion passed by consensus. The meeting was adjourned at 4:57 p.m.*

**☐ Next Meeting: Wednesday, February 19th at 4 p.m.**

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