

PUSD
District Advisory Council
2019-2020

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DAC Officers
Jennifer Higginbotham
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Kirsten Jackson
Vice Chairperson

Ken Lin
Secretary

Vacant
Assistant Secretary

Bernadette Cole
Parliamentarian

Bylaws Committee
Vacant

Nominating Committee
Vacant
Julie Flad

District Advisory Council Meeting Agenda

Monday, March 2, 2020, 6:00 p.m.
Education Center, Board Room

Childcare in Room 121

1. Call to order / Introductions 5 min.
2. Approval of Agenda 5 min.
3. Reading and Approval of Minutes 5 min.
4. Updates to emergency preparedness and how grant funding will be providing specific supports and equipment 30 min.
Eric Sahakian, Assistant Superintendent, School Support Services
5. Local Control Accountability Plan (LCAP) template & LCAP budget template updates; Review supplemental and concentration (S&C) fund allocations 20 min.
Kim Kenne, PUSD School Board Member
6. Chairperson's Report 5 min.
7. Member Comment/Public Comment 10 min.

District Advisory Council
February 3, 2020 Meeting Minutes

Schools in Attendance: Blair (Kitty Cahalan, Bernadette Cole, Laura Diaz, Jennifer Higginbotham), Hamilton (Kirsten Jackson), Jackson (Nicole Cobleigh, Shannon Smith), Longfellow (Connie de la Torre), Pasadena High (Laura Diaz, Julie Flad), Sierra Madre (Julie Flad)

Also in Attendance: Suzanne Berberian, Community Liaison Specialist; Judy McKinley, community member

1. Call to Order: 6:15 pm by Chair Jennifer Higginbotham
2. Approval of Agenda: The agenda was reviewed. A motion was made to approve the agenda by Kitty Cahalan and seconded by Julie Flad. The agenda was approved unanimously.
3. Reading and approval of minutes: The minutes were read. A motion was made by Laura Diaz to approve the minutes. The motion was seconded by Julie Flad. The minutes were approved unanimously.
4. Census 2020 was presented by Geoff Albert, Collaborate Pasadena

Highlights:

- **Official count:** Begins April 1, 2020 and lasts through July 2020.
 - **Methodology:** The census consists of 10 questions and, for the first time, the census will mostly be conducted online. People will receive postcards in mid-March with follow-ups. You can complete the census online or over the phone. You can also request a paper form. Kiosks with computers will be available to the public to complete the census and get answers to questions. Geoff expects kiosks will be located at five PUSD schools including Blair and Madison.
 - **Importance:** According to Collaborate PASadena, "It is important that everyone participates because the census directly affects the distribution of \$675 billion in federal funding annually, including funding for schools, roads, hospitals and social service programs. Census data is used to determine how many congressional seats each state gets and to draw congressional districts."
 - **Information Security:** Geoff said all information given to the Census is locked away for 72 years and there are strict protocols for data handling. Also, there is no citizenship question.
5. Brainstorming on methods to elicit student input on SSC decisions, budget priorities and spending led by Julie Flad, Bernadette Cole and Jennifer Higginbotham

Highlights:

- **Outlets and methods to gather information:** Elementary school assemblies, high school advisory period and SSC reps

- **Examples of information and methodologies:** Ask students who need math intervention how, where and when they would most likely show up and participate. Use online surveys to gather information from students.
- **Follow-up methods:** Assemblies, teachers and via daily/weekly announcements to ensure students knew their input was heard.
- **Foster youth:** Consider having site foster youth advocates present to their site's SSC. And, ask teachers and staff for insights.
- **English Language Learners:** Attend ELAC meetings and form student study teams.

6. Parental Involvement Policy Review presented by Suzanne Berberian

Highlights:

BP 6020/AR 6020: The administrative regulation is the same as the board policy. The policy is being updated and input sessions will be held Feb. 20 and 27th. Representatives from all schools are encouraged to attend these input sessions.

Feedback from DAC: Only include information in the policy that can be implemented, and be considerate of the fact PUSD has half the number of community assistants as it did a few years ago.

Chair Jennifer Higginbotham adjourned the meeting at 7:55 pm.

Minutes taken by Jennifer Higginbotham.