

**PUSD  
District Advisory Council  
2016-2017**

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**DAC Officers**  
Bernadette Cole  
*Chairperson*

Jennifer Higginbotham  
*Vice Chairperson*

Vacant  
*Secretary*

Kitty Cahalan  
*Assistant Secretary*

Michael Nowak  
*Parliamentarian*

**Bylaws Committee**

**Nominating Committee**

**LCAP Committee**

## **District Advisory Council Meeting Agenda**

Monday, February 6, 2017, 6:00 p.m.  
Board Room

**Dinner at 5:30 p.m.  
Childcare in Room 121**

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|---|---------|
| 1. Call to order / Introductions                                      | 5 min.  |
| 2. Approval of Agenda   | 5 min.  |
| 3. Reading and Approval of Minutes                                    | 10 min. |
| 4. Assistant Superintendent, School Support Services<br>Eric Sahakian | 50 min. |
| 5. Elections  | 10 min. |
| 6. Chairperson report   | 10 min. |
| 7. Member Comment/Public Comment                                      | 5 min.  |

District Advisory Council  
12/05/16 Meeting Minutes

**Schools in Attendance:** Altadena (Victoria Camargo), Blair (Jennifer Higginbotham, Bernadette Cole), Don Benito (Don Roybal), Hamilton (Ken Lin), Field (Lydia Finkley), Longfellow (Kitty Cahalan, Connie De La Torre), Madison (Esmeralda Cerzeo), McKinley (Marcia Talbert), Pasadena High School (Laurie Radcliff), San Rafael (Maureen Iser Vukojevich), Wilson (Jennifer McCreight, Lydia Finkley).

**Also in Attendance:** Meg Abrahamson, The District Assistant Superintendent of Planning, Innovation and Accountability Support will present on the District LCAP, Suzanne Berberian, PUSD Community Liaison Specialist; Judy McKinley, community member; Diana Verdugo, Measure TT Advisory; Jeanette Mann, All Saints Church Foster Youth Project, Patrick Cahalan, PUSD Board Member, Kim Kenne, PUSD Board Member, PUSD Interpreter;

1. Call to order @ 6:07 pm  
Introductions

2. Approval of Agenda  
Lydia Finkley moves, Esmeralda Cerezo seconds, motion passes unanimously

3. Reading and approval of minutes  
Maureen Vukojevich moves to approve, Jennifer Higginbotham seconds to approve Oct and Nov 2016 minutes. Motion passes unanimously

4. District Assistant Superintendent of Planning, Innovation and Accountability Support, Meg Abrahamson, on the District LCAP

See attached presentation – clarifications and discussions/questions follow:

LCFF: Monies once restricted for many specific uses are now sent to districts based on number of students and supplementing and concentrating more funds where there are populations of foster youth, low income and English Learners. Requires that each district measure specific things to determine if money spent is creating expected outcomes. Districts can set additional goals.

Discussion about what is considered “credentialed teacher” when looking at long-term subs.

Williams – resulted from lawsuit and requires that all students have:

(1) Highly qualified teachers (2) 1-to-1 access to learning materials (3) facility that is safe and to code  
Williams has not caught up with Common Core when they aren’t using the state-adopted book of record (Math books, for example, are not state-adopted).

“Data not reported in fall” is referring to 2015-16, but will not be reported until Spring 2017.

58% of LCAP on salaries and benefits

Seeing what was carryover last year after some money was left over (some from not being able to hire librarians) and wanting to avoid that this year, is there any impetus this year to alert schools this year that they have unspent funds and are there plans to spend it? Yes – last year there were some system challenges (orders not coded properly were set aside and budgets were made to look as if they were

empty – these problems largely ironed out), but this year you can see the budget in real time and see how much is left over.

Look in detail: (1) Did the staff person you hired cost more or less than you budgeted? (2) Open P.O.s  
- This is where you may find where discrepancies between your budget and what district has

Wilson's plan on the district is not the one that was actually approved by their SSC and signed by their chair this fall.

Starting to concentrate goals and making sure that there is alignment with actions between board, administration, schools and the stated goals.

Going to three year plans, but would still be looking at annual progress on ways to 3 year goals. Currently still in "identifying needs" phase. But the Needs → Goals → actions and services cycle is annual.

LCAP workgroup – talked to Chapman University and came up with NICS – EL, equity and access, Foster Youth, and Special Ed – made work teams that look only at their own group's data.

School plan templates don't have places for all of the NICS, like Foster Youth. District sets goals for these subgroups must be adopted by each schools (can set higher goals if your site wants). Schools that have larger concentrations will have to report out to the state, but schools with smaller populations of subgroups can set individualized goals for the few kids who fall into those categories.

Has Eric invited foster parents for that workgroup? She doesn't know.

Are meetings open and posted? Open, but not posted. Those who've been invited to be part of the group are on the announcement list.

What are reports from these groups?

Equity and Access group may evolve into the SCIAAC (super's steering committee) into which other workgroups' reports go, and work is shared there. And that would be like the Workgroup we used to have. Would include parent reps, union reps, etc. So the work is done in subcommittees, and then this is where the work is brought and discussed.

Won't these affect school plans? How do SSCs get access to this information so they are making decisions based on what this work led to? Principals? At principal meeting? At DAC? Because not all info has to come from principals. SSCs will be planning things that may be outdated by the time they get there. **Meg said coming to DAC would be a good idea to present the findings of these groups so that SSCs are informed.**

Kim:  
District goals, chronic absenteeism, College and Career, Suspension, Graduation, Parent engagement

Want to do it like a heat map so improvement is on a red-green spectrum for how well or poorly they're doing on the various metrics.

Basically, the school site plans are supposed to be continuing to improve from where they are, so the workgroup results shouldn't significantly change any particular school site plans.

## 5. Elections

No one wants to be the secretary because they like torturing me

Ken Lin motions to table; Lydia seconds. Motion carries with 2 nays.

#### 6. Chairperson report

2 handouts: 1 on LCAP, 1 on Thought Exchange.

SSC agenda item should be non-academic data (attendance, safety, etc.) and budget, making sure money is being spent. Should find out soon if Title I is being adjusted (Kim thinks they are final). Goals, strategies and request input from ELAC and other advisory groups. Plans due to PUSD in April so board votes on them in May.

Board last month didn't vote on LCAP site funding, should be a topic on Dec 22. Will it be an action item, policy, etc? Not known. Lydia wants to know if someone will take a motion before the money comes in, and our SSCs need to know what their role is in allocating it. Our culture statement says that parents are supposed to be part of governance of the schools, so board members should be made aware of the desire to have them choose to allow SSCs to allocate these funds. Kim would like to do a resolution again since there isn't a policy meeting between now and Dec 22, so that it's clear for this year. Board also has option to give Title I funding to those that clear 50% FRL (not just 75%), so that decision needs to be made, as well.

PAC is still meeting, meetings supposed to be on PUSD website. Next meeting on January 17.

CAC is Monday, Dec 19 at 6 pm.

ELT – health and CTE requirements starting in 2019 – will some be exempted maybe because they're not offered at every campus; they aren't A-G certified. Most 9<sup>th</sup> graders already meeting CTE requirements. 15 hours over 4 years in other classes better than a 1 semester class that takes up space for an academy or IB or EL kids.

Kim is on committee – high school scheduling committee – looking at this. Kids who've taken the health class have had positive feedback, but it shouldn't be on parents to figure out how to fit it into their complicated master schedules.

Dec 6 4 pm student safety and climate

Dec 8 board meeting

Dec 12 6 pm AAPC board room, 6:30 DELAC at Edison

Dec 16 Measure TT?

Dec 19 evening CAC 6pm

Dec 21 finance meeting 4 pm

Dec 22 facilities 3pm

Dec 22 board meeting

Jan 9 – DAC meeting here 6pm

Motion to adjourn – Jeanette Mann -

2<sup>nd</sup> – Lydia

motion carries

District Advisory Council  
1/09/17 Meeting Minutes

**Schools in Attendance:** Altadena (Panagiota Regopoulos, Victoria Camargo), Blair (Jennifer Higginbotham, Bernadette Cole), Cleveland, Jackson, Jefferson (Bill Creim), Hamilton (Ken Lin), Field (Lydia Finkley), Longfellow (Kitty Cahalan), Madison (Esmeralda Cerezo), Marshall (Carol Locke), McKinley (Marcia Talbert), San Rafael (Bret Nicely), Wilson (Lydia Finkley).

**Also in Attendance:** Bernadette Griggs, Chief Business Officer; Mike Nowak, DAC Parliamentarian; Suzanne Berberian, PUSD Community Liaison Specialist; Barbara Larson, Judy McKinley, community members; Laura Diaz, PEN; Ruth Ann Aull, Willard SLPA; Diana Verdugo, Measure TT Advisory, PUSD Interpreter;

1. Call to order @ 6:07 pm, introductions

2. Approval of agenda

1<sup>st</sup> Esmeralda Cerezo 2<sup>nd</sup> Jennifer Higginbotham. Motion carries

3. Approval to postpone voting on minutes until Feb (not translated)

1<sup>st</sup> Esmeralda Cerezo 2<sup>nd</sup> Jennifer Higginbotham. Motion carries.

4. Speaker: Bernadette Briggs, PUSD Chief Business Officer, Financial update

First interim report given to PUSD BOE on December 9, 2016 (green). Give projections for district finances 2 years out. 2<sup>nd</sup> interim due March 15, will incorporate new info from CA governor.

Most recent (Dec 2016) data:

Increase in enrollment over initial budget. Expected bigger decline than actual. Slight reduction in concentration and supplemental funding because of lower enrollment of unduplicated students.

Fiscal stabilization plan requires cuts for 17-18 and 18-19. Although enrollment hasn't been dropping, a charter school was approved that may divert students. 17-18 plan requires \$3.9M. Raises would require cuts elsewhere. Personnel at bottom of income levels are not making wages comparable to neighboring districts. May have to reduce staff or cut elsewhere, or could make up for needed cuts with attrition. Also looking at district services, contracts, etc.

Bill Creim wants to know if he should set up a meeting with Anthony Portantino now that he's the chair of the state senate education committee. Griggs says to ask Dr. McDonald.

Lydia asks if ADA is based on accurate models for future enrollment. Griggs says that you are funded at the greater of the two between previous year and current year. This prevents schools from overestimating their budgets. The numbers shown in the presentation are highlights, don't show every portion of the assumptions that go into the projected budget numbers. They are an attachment document that people are free to look at if they wish.

77.93% go to salaries and benefits. Number could be higher if this included monies from grants.

Deficit for 1<sup>st</sup> interim is because there is carryover in restricted categories that they are spending that don't show up as income, but are funds available to them to use this year. Numbers have been audited since this report, and these numbers remain the same.

Alma Fuerte was chartered by LACOE despite recommendation by LACOE staff that it be denied. Site uncertain.

Motion to increase time for Griggs by 15 minutes, Yiota Reopoulos 1st, Mike Nowak seconds. motion carries.

Process improving in moving through requisitions for new staff, etc.

Site allocations for 17-18 by end of January. That gives site councils only 1 meeting to make decisions. Will also not necessarily know what central is picking up.

Independent auditor's report (pink). Mostly good.

Unduplicated numbers (blue) – latest CALPADS report. Reflects numbers on first Wednesday of October.

Special Ed (Goldenrod and purple) – large encroachment (\$21M) on to general fund, and are more students identified over what was budgeted. Looking for efficiencies.

White packet is worker's comp - \$5M/yr from general fund to pay worker's come expenditures. Seen as an expense through payroll (part of the 78%).

5. Elections – SOMEONE BE SECRETARY. Kitty so tired and a bad typistist. Tabled.

6. Chairperson report

Semester and Trimester data should be available. Should be reviewing budget to make sure carryover funds are spent. Time to start reviewing safety plans. Erik Sahakian will be speaker next month.

Last safety meeting was canceled, but it is felt that drills are out of date. Schools aren't prepped for lockdown type situations. Last child killed in a fire in a school was in the 1950s. Bogaard as consultant hasn't been going to safety committee meetings and giving reports. Crisis intervention teams here – do they exist? When and how do they respond? If not, why not?

Dec 22 – BOE discussed having SSCs oversee LCFF site funds. 2 board members in support of resolution as written. Will possibly be on agenda this month.

Assembly 2384 bill would have brought more clarity here but was vetoed by governor. Bernadette Cole spoke to Anthony Portantino about it and plans to take it back to the state level.

Meeting dates:

Jan 11 AAPC - Rm 236

Jan 12 – open enrollment begins

Jan 18 Measure TT oversight - rm 229

Jan 23 – CAC meeting - rm 229

Jan 19 facilities meeting – rm 229

Jan 23 – 4:15 finance meeting - board room; 6:30 – DELAC - Edison;

PTA Council 7 pm at Field = candidate forum

Jan 26 – BOE – board room

Feb 6 – next DAC meeting – board room

Lydia: Who will start the conversation about what parent input will look like if not the resolution (which supports the status quo) doesn't address. Why are SSCs not the right model? Lines drawn were principals vs parents, but it shouldn't - SSCs include teachers and parents aren't against principals. The phrase from Dr. Mullen said "I support our principals" as if parents are in opposition to them.

Bill Creim moves to adjourn. Bret Nicely 2nds, motion carries. Adjourned 8:01 pm.