

Lawndale High School

Faculty Advisory Committee Meeting Minutes

February 25, 2011

Attendees

CVSTA Representatives Present: Paolo De Guzman, Katie Frank, Erica Harbison, Kelly Henderson, Erika Magana, Hoang Mai
Administrators Present: Joseph Guidetti; Absent: Kelly Santos, Dawn Nelson, Angela Fajardo.

Meeting Time and Place

Scheduled for Friday, February 25, 2011 from 3:15pm to 4:15pm in the Principal's Office.
Meeting began at 3:15pm and ended at 4:15pm

MINUTES

OLD BUSINESS

1) Tardies:

FAC noted that it was good that the tardy sweep on 2/24/11 was announced right after the Period 1 tardy bell, but some students knew about the tardy sweep ahead of time. Guidetti didn't know how the students found out.

2) PA needs to be used for emergencies:

FAC feels there is still "Crying Wolf," that the PA is still being over-used which leads to people not paying attention to announcements anymore. For example, when we *did* have a fire no one really took it seriously, and there weren't evacuations even though Ms. Nelson described the procedure over the PA. Guidetti clarified that the alarm went off in the cafeteria due to a pulled fire alarm without a fire actually occurring. FAC suggested we do another fire drill with the entire school. ASB continues to make announcements during times other than 4SR (for example: announcement about an LPA meeting on Thurs 2/24/11). [Executive Director's note: The State requires high schools to have at least two fire drills per school year (Ca Ed Code 32001).]

3) Small trash fire at the end of Building 3 near the elevator:

FAC raised the concern regarding a fire caused by students roaming around during class time. A teacher moved the trash fire downstairs for safety, but didn't get a chance to see who the culprits were. Guidetti said there are a few issues that Administration is dealing with. Security will be refocused on making sure students are in class instead of being used to call classrooms, deliver messages, deliver lunches, etc. Guidetti said he met with Robe (Lawndale Head of Security), Dwayne Eaton (District Head of Security), and Administration to discuss the problem of many students being out of class and roaming during class time..

4) Marine Avenue gate:

FAC noted that it is often inaccessible to teachers. Guidetti said he will look into this.

5) Library hours revisited:

Guidetti said he will ask Betty Hall for clarification on hours.

6) Update on School Vision:

Administration attended a workshop to create a school vision and will address it this during the next School Site Council Meeting.

NEW BUSINESS

7) Kids making out near classrooms:

Guidetti said he will speak with Security and Administration about policing this during their patrols.

8) Students creating disruptions:

FAC is concerned about students who are causing disruptions as they walk around Buildings 3 and 4, especially when they are using the bathrooms between Buildings 3 and 4. Guidetti said he will speak with Security because they should be patrolling/stationed at that area more frequently. Meanwhile, teachers are encouraged to help with this problem.

9) Critical Incident #1 and #2:

FAC raised two Critical Incidents with administration:

#1: A Loyde student was caught trespassing on Lawndale campus and told to leave. This same kid was with some girls unattended in the dance room at another time following the first time when he was told he was trespassing. Nelson was radioed to intervene, but was performing classroom visits. Guidetti said Administration didn't have their radios on them during this incident. Security needs to report these incidents and issues with follow-through with Guidetti. From Guidetti's prior understanding, Nelson searched the kid, found nothing, interviewed him, and then let him go. Guidetti said the bottom line was Security and Administration didn't work together.

#2: Robe caught a 20-year-old male groping a minor female (he was supposedly her boyfriend), but Nelson let the offender go because he, "[S]eemed like a nice kid." (Quotation supplied by source to FAC) FAC asked what the protocol was for these kinds of incidents. Guidetti said the protocol is to call Security, Security radios Administration or calls the red emergency phone. Due to these incidents, Nelson will always have a radio on her. FAC asked for clarification: Radios should be used first; call Administration's cell phone as a secondary. FAC suggested that Administration share their cell numbers with staff during the next staff meeting. Guidetti said he will send an email with all administrators' cell phone numbers.

10) Security's Authority:

FAC questioned whether Security's authority is being undermined due to inconsistency with Administration. The committee gave the following example: A student refused to give a security guard a hat because the student got his hat returned by an administrator without following the 5-day confiscation procedure. Guidetti asked if we really care if students wear hats outside of the classroom. Guidetti said it's a bigger issue if students wear hats or hoods in class. How far do we draw the line? The rule is supposed to be no hats, beanies, or hoods in classrooms except Lawndale gear and for medical reasons. FAC and Guidetti asked if we need a blanket statement stating that there should be no head gear on campus at all, or do the teachers just police this in their classrooms only? No definitive solution has been established yet.

11) Administrative Support:

Administration, specifically Fajardo, has been observed outside during passing period as just standing and not corralling students or enforcing policies and better behavior from students: FAC suggested that Administration needs to be the example in enforcing rules, especially if they want Security and staff to continue helping Administration enforce the rules.

12) Nelson wants to dissolve the Student Safety Council and wants it to be run by a teacher instead of Robe:

Guidetti said that technically certificated staff is supposed to supervise students. Walk-on coaches for athletics, etc. are not allowed to solely supervise students. Employees of the district that have been cleared through HR can supervise students in extra curricular activities, so Robe can run the Student Safety Council. However, Administration needs to approve all extra curricular activities. For example, the Self-Defense Awareness Seminar that occurred should have been approved by an administrator so that the proper permission slips and liability concerns can be followed. Another example is a student nearly had his finger cut off during a Northrop Grumman activity that was performed at a student's house without a teacher's supervision, nor with Administration's approval. Guidetti said it's not that we want these activities to not exist; we just need to make sure it's done with the correct protocols. For clarification: Any activity planned between teachers and students needs to be approved by

administration. Any time a teacher does something with students during non-school hours it becomes a school-sponsored event, thus needing paperwork.

12) CAHSEE Practice Test:

Sufficient time was not given to prepare for and implement this test. The test took more hours than the 2-3 hours allotted. FAC asked, "What is the plan for the ninth graders during the March CAHSEE?" Guidetti said English CAHSEE asked for an extension from Guidetti for completion and received it. Guidetti said he didn't know the Math CAHSEE was a problem. There was also a problem in the way the test was distributed. Guidetti said he needs to know when there is a problem. FAC asked that there please be more forethought; there was a miscommunication.

13) Saturday School fliers:

FAC reported that these are given to teachers to distribute or delivered by a student TA, and teachers feel this is not upholding the confidentiality of the fliers.

14) No D policy

FAC suggested there be an open forum to discuss this concern in conjunction with the recent changes in policy by the district, and Lawndale's change to an open enrollment school. Guidetti and FAC agreed this is a discussion better left, at this time, to the voluntary after school collaboration.

15) Supervision of PE students:

There was a discussion about the supervision of PE students, especially non-suits. Guidetti said he has discussed this situation with the PE teachers already, especially as it relates to liability concerns.

16) Lack of Administration supervision during the Senior photo:

Guidetti said he didn't realize there was supposed to be a Senior photo event that day, but that there was supposed to be an administrator there. Guidetti said this was their (Administration) mistake.

17) Why doesn't Administration (specifically involving an incident with Guidetti) not meet with teachers?

A teacher tried to talk to him (Guidetti) about a student, but before she got to him, a secretary stopped her and asked what it was in relation to. The teacher had confidential information to talk to Guidetti about, and didn't feel comfortable disclosing said information to anyone else. FAC asked if there is an open door policy or do teachers need to make an appointment to see Guidetti. There was another teacher who also said the same thing happened to her while waiting for Guidetti. Guidetti said he has always had an open door policy. Guidetti requests that the teacher(s) who experienced this please come talk to him about this concern.

Any Issues Or Concerns that FAC needs to know?

Contact any FAC member with your concern or issue (via email or a note in our box) and we will add it to the list to be discussed during the next meeting (time permitting, but we will eventually get to it). If you wish to remain anonymous, please indicate it on your email or note.

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