

Lawndale High School
Faculty Advisory Committee Meeting Minutes
May 23, 2011

Scheduled for Monday, May 23, 2011 from 3:15 p.m. to 4:15 p.m. in the Principal's Office.
Meeting began at 3:15 pm and ended at 4:15 pm.

FAC members present:

Paolo DeGuzman, Katie Frank, Erica Harbison, Kelly Henderson, Hoang Mai

Absent: Erika Magana (emergency)

Administrators Present:

Joseph Guidetti, Kelly Santos

Absent: Angela Fajardo, Dawn Nelson

Minutes

NEW BUSINESS

1. Students being returned to class by the deans:

There was an incident where a teacher sent a student to the deans for fighting in class. The teacher reported to FAC that one of the deans returned the student to class and told the teacher in front of the class, "He said he was only play-fighting." The teacher felt that credibility was shot and was offended by the incident.

FAC asked for J. Guidetti's perspective about the incident. J. Guidetti's said if a kid is fighting in class they need to be suspended even if it's "play fighting" because it's still a disruption. (**J. Guidetti stepped out to deal with an incident and K. Santos took over.**) K. Santos said she will follow up with the teacher and see what can be done.

2. Leaky Gym Roof:

The gym roof has been leaking for the past 2 years, and it is undoubtedly a safety issue. FAC wanted to know what Administration is going to do about it. K. Santos said on [Friday] when there was a situation with the rain and the leaky roof, D. Nelson got someone in right away to take care of it. K. Santos doesn't know what the long-term solution is, but she will follow up about it.

3. Dirt pile

It was reported to FAC that the dirt taken from construction around campus was dumped in the vacant area next to the softball field and students are throwing it at each other. Teachers are concerned about the safety risks in addition to PE teachers needing all available space for their classes. K. Santos said she will ask what is to be done about the dirt pile.

4. Administration notice:

Teachers are being given very short notice on items placed in their boxes. K. Santos said Administration can send emails with more notice, but teachers have to check their email. There are many teachers who do not check their email on a regular basis. Also, some teachers don't check their mailboxes until later, like during their prep period. K. Santos said she checks teacher boxes, and if the slips are still there she sends an office TA.

5. Extra Duty

It was reported to FAC that some teachers were being asked by Administration to supply substitutes with lesson plans. Teachers were very upset about being expected to do a substitute's job for them. K. Santos said there were some emergencies that happened where a teacher had no time to prepare a lesson plan. K. Santos suggested a sub plan pool in departments. Department chairs should have some emergency sub plans for similar situations for next year. K. Santos said for next year she would like to see each teacher have an emergency sub plan on file in the office, and a set per department of generic lesson plans. FAC pointed out that class sets of books are still missing in many subjects. **(J. Guidetti re-entered the meeting)** J. Guidetti and K. Santos said the District Office has asked for numbers for next year to order more books. The logistics of textbook return are not known yet since the textbook room is being demolished over the summer.

6. Teacher portable bathroom in T-Building

It was reported to FAC that this bathroom has not been cleaned in some time, and that there has been no toilet paper in it for about two weeks. J. Guidetti said he will look into it.

7. RIFS

FAC asked that Administration address this issue during the next school-wide collaboration. What is updated information, plans for packing, teachers being thanked for their service. J. Guidetti said he doesn't know if there will be RIF information by collaboration. J. Guidetti said there is nothing official, so he can't report anything. J. Guidetti said he is doing his best to keep dialogue open with the District Office, and he is trying to get answers. J. Guidetti would like for everyone to hang on a little longer, though he knows it's hard.

8. Does OSHA apply to schools?

J. Guidetti said it's actually a Williams complaint. FAC reported the bathrooms are dirty, drinking fountains don't work and/or there aren't enough of them, there are not enough bathrooms, no air conditioning in some of the buildings, etc. J. Guidetti said to put complaints in writing and things will happen.

[Executive Director's note: OSHA—Occupational Safety and Health Administration applies to school district workers as well. For more information, visit:

<http://www.dir.ca.gov/dosh/Complaint.htm>. The Williams Complaint process is for students.]

9. Is it possible to get hooks on the backs of bathroom stall doors?

J. Guidetti said it is a simple thing and he will look into it.

Any issues or concerns that FAC needs to know about?

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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