

**Lawndale High School**  
**Faculty Advisory Committee Meeting Minutes**  
**November 8, 2012**

The Faculty Advisory Committee is an *elected* committee consisting of 3-6 members. The purpose of FAC is to relay information from staff to the Principal regarding issues and concerns affecting unit members on campus. FAC also *suggests* solutions when possible. The items reported by FAC to the Principal are not necessarily issues or concerns the individual FAC members have. Rather, the items reported by FAC to the Principal have been brought to the attention of a FAC member by one or more unit members. FAC does not make any policy, nor does FAC have any power to force administration or any other entity to make any policy or demand/enforce action. FAC is simply an *advisory committee*.

**GENERAL INFORMATION for November 8, 2012 FAC Meeting**

**FAC Meeting Attendees:**

FAC members present: Katie Frank, Paolo DeGuzman, Erica Harbison, Erika Magana, Maura Tremblay, Ryder Rusert

Administrators Present: Joseph Guidetti

**Meeting Time and Place**

Monday, November 8, 2012, from 3:16 p.m. to 4:20 p.m. in the Principal's Conference Room.

**Meeting Summary:**

Several items were reviewed including consequences for student tardies, alternatives for discipline procedures and parent interaction in the morning. New business brought up included a school vision, bug infestation in certain classrooms and DII vs. valid research pedagogies.

**MINUTES**

**NEW BUSINESS**

**Issue #1: Tardies**

It was discussed that if students do not show up for any detention, what the consequences are. If they are habitually tardy, they serve detention after school or are served trash pick-up. The third offense will have students referred to the PLASCO system. There are approximately 2,000 students who are through PLASCO, which is not eradicating the problem. It was stated that the science department has been decreasing their number of tardies. The administration team solution is not working, but the science department is. It was going to be looked into as to what they are actually doing? It was asked if PowerSchool and PLASCO are aligned. Paul Guzman runs the report on this.

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**Issue #2: Abrupt E-mails**

FAC reported that teachers are unhappy about the negative emails that are being sent by administration especially ones that are not CC'd to Dr. Mucerino. This was going to be brought up at the next administration meeting. If there is a discrepancy by a teacher, that he/she should discuss it with Mr. Guidetti.

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**Issue #3: Discipline**

FAC reported that there are serious concerns about discipline issues. When students are sent out to the Dean's office, they are sometimes sent back. The issue needs to be documented and given to the Dean at the time of the incident. Each student situation is different, so it needs to be stated in the referral. It was stated that there have been more records of expulsions this year along with suspensions. These student situations are happening more between classes, nutrition and lunch, due to the high volume of

student population now at the school. It was suggested the discipline procedures need to be re-vamped especially when it comes to intervention and support. It was discussed that the character counts program from a Downey school could be a possible solution. It was also brought up that another Dean should be hired. Mr. Guidetti said that there is no research that supports having another Dean would deal with this situation. He did say that a great support system would be from the counseling department. He also said that at his last school there was an in-take program was successful. FAC suggested bringing back the peer mediators and counselors to help with this process. Mr. Guidetti did state that he is concerned with the sheer number of students at the school.

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#### **Issue #4: Gossip**

FAC reported that teachers are very concerned about “put-downs” from administrators. Mr. Guidetti stated that they are very protective of teachers of any type of bullying situations. However, if teachers feel that this is happening, then the teachers should contact a union rep and schedule a meeting with him. Mr. Guidetti doesn’t feel that anyone is being bullied, especially by himself. If this happening, however, then he/she should go to the HR department with Mr. Cox.

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#### **Issue #5: School Vision**

FAC reported that there is not quite a school vision at this point. The main focus is that every student can succeed. By guiding teachers to practice DII and have FLTs will ensure that success. It was stated that having input from teachers and students to come up with a more focused and guided vision will be proactive.

#### **Issue #6: Focus Walks**

FAC reported that several teachers have said that those who are being STULL’d are being evaluated during Focus Walks. Mr. Guidetti will bring this up to administrators. He recognizes that they should not be used for that purpose. Mr. Guidetti also stated that he is trying to get into classrooms daily (schedules it in his calendar); however, sometimes administrators are pulled in different directions.

#### **Issue #7: DII vs. valid research pedagogies**

FAC reported that even though DII is an effective form of teaching practices and student learning, there are other note-worthy research practices.

#### **Issue #8: Textbooks**

Not all teachers have a full class set of textbooks. Mr. Guidetti will ask Kelly Santos about this.

#### **Issue #9: Bug infestation**

FAC reported that there are flees, roaches and spiders lurking in our classrooms. Mr. Guidetti said that Mark Knapp will be informed, and Ron Hacker will be CCd in an email. Certain rooms will have to be exterminated. If there are flees, however, that teacher will be moved to another room. Mr. Guidetti said that rooms should be getting cleaned three times a week. He also said that all maintenance issues are being documented. The bungalows are being cleaned three nights a week (at least they are supposed to be); but many are not being cleaned fully.

#### **Issue #10: Faculty Meetings**

FAC reported that there are meetings that are not a good use of teachers’ time where there is not a meaningful objective. Mr. Guidetti would like the meetings run much like collaboration. It was stated that Special Ed concerns will be addressed at the next meeting where Ms Ketchens will be presenting. It was also reported that specific IEP goals need to be written so the teachers have more a focus on specific students. Simply put, the meetings should be operated with effective goals and objectives.

**Issue #11: Parent interaction**

FAC reported that administrators do not greet parents in the morning. Other schools in the district are present in the morning time frame when students are walking in/dropped off. Mr. Guidetti said that he will not be seen in the morning greeting parents due to his long commute. He does, though, interact during sporting events and banquets. Mr. Guidetti would like to be more of a presence during the morning, but it won't happen.

**Issue #12: PDA (public displays of affection)**

FAC reported that students are using PDA outside and inside the buildings. Mr. Guidetti stated that the four administrators, Mr. Lohman and security are present during passing time. It was suggested that ASB should start a campaign proper vs inappropriate behavior on school grounds. Since there is a large student population and not enough adults, it is difficult to manage. It was stated that holding an assembly addressing this might deter some of the PDA on campus, since there is no longer Pride/4SR.

**Issue #13: 6<sup>th</sup> period disruption**

FAC reported that the issue where students are being let out and parading campus 5-7 minutes before school lets out is very disruptive during instruction. It was stated that the corridors in buildings 3 and 4 need to be supervised. Also, TAs are congregating, cruising campus. More security and adults need to be present on campus. If this is happening, phone the main office immediately.

**Issue #14: No pass**

FAC reported that there are students who are walking around campus with no pass, and there is no consequence with that expectation. Mr. Guidetti needs Shirley and the security staff to do things differently. There are certain classes like ASB that are outside being productive. FAC also reported that students walk way too close the classroom doors. Either way students need to have a pass or documentation (from Lohman). Security is getting more vigilant.

**Mr. Guidetti Forum**

Mr. Guidetti reported the following:

- Mr. Guidetti would like more administrators for input purposes on the FAC team.
- He also believes it is imperative that teachers should be standing out in front of their doors during passing periods to show a sense of camaraderie.
- In conclusion, Mr. Guidetti will be approaching the Leadership Voice team with many of the concerns that FAC reported.

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**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). All items reported to FAC are kept anonymous unless otherwise indicated.

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\*Minutes Prepared By: Ryder Rusert Jr.

**Next FAC meeting scheduled for December 12 at 3:10 pm in the Principal's Conference Room.**