

**Lawndale High School
Faculty Advisory Committee Meeting Minutes
November 29, 2011**

Meeting Time and Place

Scheduled for Tuesday, November 29, 2011, from 3:10 p.m. to 4:10 p.m. in the Principal's Conference Room. Meeting began at 3:25PM and ended at 4:17 pm.

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

Administrators Present: Joseph Guidetti

MINUTES

NEW BUSINESS

Issue #1: Thefts in the Boy's Locker Room

FAC reported that there has been an increase in locker room thefts, particularly in the Boys Locker Room. FAC asked what is being done to solve this problem. J. Guidetti said people are not doing their jobs, for example not monitoring students in the locker room. J. Guidetti said security is being posted, especially during 6th period when the bulk of the problem is present. FAC asked if the locker rooms are being locked. FAC asked questions regarding EdCode and liability. J. Guidetti said there are no liability issues here – the only liability we have is with confiscation of items, which is why teachers should hand over confiscated items to Administration a.s.a.p. J. Guidetti said a big problem with the thefts are a lack of attention being paid to the locker rooms as well as students just leaving their backpacks out on the ground and giving other students their combinations.

Solution:

J. Guidetti said if parents contact teachers over stolen items, please refer them to Administration. J. Guidetti suggested telling students not to leave their backpacks out and not to give their combinations to anyone. J. Guidetti said Security will be posted during 6th period. J. Guidetti said he will give a directive that states an adult must be present with a student in the locker room at all times.

Issue #2: *Students riding bikes, cutting through traffic*

FAC reported the on-going problems with students riding bikes unsafely outside of school, but also by the Marine Gate. J. Guidetti reported that he had spoken to the Sheriff's Department, and they said they are writing tickets, but it's not enough – the problem continues. FAC brought up again opening the gate at the end of the 3 Building and the traffic flow solution.

Solution:

J. Guidetti said he met with D. Eatmon and Shirley, and as soon as the Marine booth is operational, we will be able to direct bike traffic too, and there are plans to regulate the Marine Gate traffic, but not opening another gate yet.

Issue #3: *The Case Against Zero, no diagnostics, etc.*

FAC reported that teachers are worried that there are no pre/post benchmarks as part of the process we are being directed towards. J. Guidetti believes this is an easy fix, and he stated he is not a fan of benchmarks created elsewhere. J. Guidetti believes we should be teaching in cohorts where we teach together and create benchmarks to test what we teach. J. Guidetti said that if we could do this,

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there would be no need for Action Learning. FAC asked for a solution to the benchmark question. J. Guidetti said we need some people outside of the classroom for at least three periods a day like Instructional Coaches, Project Managers, etc. J. Guidetti said we need a grass roots-like origination; the more teachers that step up and do it the better. J. Guidetti asked FAC what we need. FAC responded that in order to get on board with J. Guidetti's plan and get the work done, teachers need time and to get paid for their work. J. Guidetti said the money is there (available), and he is speaking with R. Hacker (new Assistant Superintendent of Business Services) about paying teachers for this work. In regard to the Case Against Zero, J. Guidetti said teachers cannot put "Incomplete" on report cards. FAC reported that District expectations are unclear.

Solution:

J. Guidetti said we need to think about the District vision in regards to grading: How can we grade more equitably, and what goes into the grades we give?

Issue #4: *Bathrooms not being taken care of*

FAC reported that some of the bathrooms are still not being cleaned and/or stocked with supplies. FAC questioned whether it is a violation of EdCode. FAC reported that stall doors don't shut on stalls in the new L-Building Girls bathrooms, and there are huge gaps where users can be seen. Also, students seem to be throwing rolls of toilet paper in toilets. FAC also reported that there are still no hooks on the stall doors, despite this issue being brought up during FAC last year and J. Guidetti saying he would have them installed.

Solution:

J. Guidetti said he just brought this issue up to R. Hacker, but he will bring it up again as well as the new issues reported to him.

Issue #5: *New Associate Principal's Role*

FAC reported that teachers are still unclear about the new Associate Principal's role at Lawndale. J. Guidetti said teachers were given an updated list of the Administrator's Roles. FAC reported that the new AP just showed up, and despite the list things are still a little unclear.

Solution:

J. Guidetti said responsibilities have been delegated to the new AP (see list), but ultimately issues go to the original Administration team.

Issue #6: *Administration random presence*

FAC reported that staff would like more random Administration presence, particularly in classrooms. FAC asked how Administration is supporting those who need support. FAC reported that the concern with DII is that it's just a band aide for some teachers, and that with the Focus Walks, teachers who may not be as effective are putting on a one-day show. J. Guidetti said we would be surprised at how little checking for understanding there is. J. Guidetti said the Focus Walk lesson should not be for show – it needs to be a roadmap. FAC reported that Administration needs to make sure teachers are feeling supported, that the Focus Walks/other observations should be helpful and not seen as a "Gotcha!" FAC reported that some teachers are overwhelmed with the amount of visitors to their classroom on Focus Walk days, and concern that teachers may feel targeted (negatively or positively). J. Guidetti said the Focus Walks are teacher-led; Administrators ask where the teachers on the Focus Walk want to go. J. Guidetti said the Focus Walks are for teachers to see other teachers in action.

Solution:

FAC offered the suggestion of hiring teachers to coach other teachers.

Issue #7: Lloyd office sign

FAC reported that there is some confusion because the old Lloyd sign is still up. FAC asked if the sign can be changed.

Solution:

J. Guidetti said he will look into it, and speak with E. Marabai about changing the sign.

Issue #8: Printers in the Admin Buildings

FAC reported that there was confusion and ill-feelings over printers being taken away from Staff in the Admin Buildings. FAC asked why the printers were taken away. J. Guidetti said the printers were taken to save money. J. Guidetti said the printers were given to teachers who need them instead of buying new printers. J. Guidetti said there was too much unnecessary printing by Administration, so this is saving money. FAC asked how many printers are left. J. Guidetti said there is one in Admin 1 and at least one in Admin 2. J. Guidetti said if there is a problem he needs to know: Not if but when. FAC reported that location may be an issue; for example, if the centralize printer is out in the open, that is a problem, but if it's behind a desk, that might be ok.

Solution:

None to report at this time.

Meeting Re-Cap:

FAC reported several issues brought to their attention including: Thefts in the Boys locker room, continuous problems with kids riding bikes and safety issues, unclear direction regarding benchmarks and the Case Against Zero, bathrooms still not being cleaned/stocked, the new AP's role at Lawndale, Administration random presence in classrooms and Focus Walks, the Lloyd office sign needing to be changed, and the printer situation in the Admin Buildings. FAC and J. Guidetti discussed several solutions for all issues presented here, and J. Guidetti committed to several avenues of follow-up.

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: Erica Harbison

Next FAC meeting scheduled for Friday, January 30, 2012 at 3:10 pm in the Principal's Conference Room