

Lawndale High School
Faculty Advisory Committee Meeting Minutes
January 17, 2013

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 January 17, 2013 FAC Meeting

FAC Meeting Attendees:

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

Administrators Present: Joseph Guidetti

Meeting Time and Place

Thursday, January 17, 2013 from 3:15 p.m. to 4:15 p.m. in the Principal's Conference Room.

Meeting Summary:

Several items were discussed such as the lack-of follow-through with discipline issues, school preparedness and focus walks.

MINUTES

Issue #1: Obey Me! Or Else....

FAC reported that the follow-through on many discipline issues are either not being handled in a timely manner, or just really not at all. JG assured FAC that there are going to be a lot of changes with discipline that will start at the start of the second semester. First off, the discipline procedure will all be restructured to accommodate the PBIS program. As of now, two APs will be handling discipline issues until the new dean position is filled. The dean position will be "flown." JG stated that we are not losing any personnel (teaching position) to fill the dean spot. One AP will handle grades 9-10, and the other will handle grades 11-12. This is a long and short term fix. Also involved in this restructure will be having the counselors more "in the loop."

Issue #2: Are We Prepared?

FAC reported that many fellow teachers are very concerned in what specifically to do during emergency situations. It was also reported that we need to practice lockdowns because we are unclear about certain strategies to take. The gate between building 4 and the gym is open for parents to enter during school hours; however certain gates are locked and are not accessible by teachers. JG wasn't aware that teachers do not have key access, so he is going to request this. If there is a situation where students have to evacuate, they will be instructed to exit to the field. Admin are making adjustments to keep unnecessary people out, and continue discussion to further the safety and security of the school.

Issue #3: The Birds

It has been apparent that the amount of birds circling LW is appalling; but given that our site is very close the water, it is predictable. During nutrition and lunch, it is a haven for preying on food, especially trash that is not deposited in its proper home. FAC reported that there used to be a series of wires (implementing a high-pitch noise) attached to the building that deterred birds from lurking around and using campus as their personal bathrooms. FAC also reported that many staff members are tired of washing their cars too often because of this. For the last three years, it has been an on-going request to have the wires reattached. It will be revisited as to have the wires return.

Issue #4: Headgear

FAC reported a clarification as to headgear worn on campus. Any non-LW headgear should not be in sight at all. Teachers need to communicate this to students. Admin has walked into rooms where students are wearing non-LW headgear. This policy needs to be consistent across the board.

Issue #5: "Buck"

FAC reported that for the past three years, FAC issues/concerns are being passed to others and nothing is getting resolved. The issues keep returning over and over with no real results. When an issue follows the chain of commands, along the way, it dies out. This has therefore resulted in low morale at the school. It was suggested that issues would be taken to the next level, which is the SAC (Superintendent Advisory Council), where Dr. Mucerino would be a part of the process.

Issue #6: Let's re-Focus

FAC reported that Focus Walks should be done randomly, possibly by using pull cards. JG stated that he works with the first and second year teachers. FAC also reported that some teachers have not been seen during Focus Walks, therefore not getting a good balance of all types of classes. It was also stated that there should be feedback forms that in-coming teachers can fill out and leave for those teachers in order to receive instant feedback. It was also suggested that there should be a Focus Walk committee to structure the day's setting.

Issue #7: Accolades

FAC asked JG what some of his accomplishments have been since his employment here at LW. He stated that he is very pleased with the teacher/student interaction. He is also pleased that there has been a strong focus on classroom objectives along with its structure. JG is happy that there is a continual progress with test scores. He was also pleased that teachers went with the flow of overcoming master scheduling at the beginning of the school year.

MR. GUIDETTI'S FORUM

Mr. Guidetti reported the following:

- As of January, there are approximately 500 new students that will attend LW for next year.
- In June 2014, new buildings that will house the library, math and science will be up and running.
- The changes in personnel that will take shape will be a good thing for our school.

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 February 14, 2013 at 3:10 pm in the Principal's Conference Room.