

Castle Heights Elementary School
Castle Heights World Language Program

Local School Leadership – Parent Member Elections
and Member Training

October 15, 2020
Held Via ZOOM

CALL TO ORDER/WELCOME

Principal Beck opened the meeting at 2:19.

Voting parents present are indicated on the attached Google Sheet.

PARENT MEMBER ELECTIONS

Ms. Beck shared the rationale for the transition from Governance to Local School Leadership Council at Castle Heights. She explained that the number of members on the Council is determined by enrollment, and that based on our enrollment our Home School Council will be comprised of 12 members; 6 teachers, 1 classified member, the principal and 4 parents. As we have a second program on campus with a second location code, this program has three options regarding participation. The World Language Program can form its own Local School Leadership Council, can cede its right to decision making to the general Council, or can join the general Council through participation by one teacher and one parent representing the program. The World Language Program has chosen the latter option, and will be represented by Miriam Carrillo (teacher) and Hope Fang (parent).

A parent inquired about Teacher Members; Mrs. Polanco, Ms. Ross, Mrs. Becerra, Ms. Lamb, Ms. Yoon and Mr. Davidson are the teachers members on the Council.

The Council has purview over certain budgets, staff development, the copy machine and FAX policy, scheduling and the student discipline policy. The Council may cede its decision making power over any of these areas to standing committees already on site, if they believe that the committees are functioning in a satisfactory manner.

Ms. Beck shared that there are four individuals who have self nominated to serve on the committee: Joey Solomon, Karen David, Brooke Wetzel and Tylene Covington. Ms. Beck asked if there were additional nominations from the floor. There were none. Ms. Beck asked parents to complete the ballot sent via a Google Form. As voting members must be verified, the results are not official until verification. However, with 4 parents nominated for 4 positions. It is assumptive that Joey Solomon, Karen David, Brooke Wetzel and Tylene Covington will be the parent representatives to the LSLC.

Ms. Beck asked for parents to self nominate to serve as alternates. Darris Hatch and Emily Catlin nominated themselves to serve as alternates. Ms. Beck asked if there were additional nominations from the floor. There were none. Ms. Beck asked for a motion regarding alternate members: Ms. Becerra made the motion to accept Darris Hatch and Emily Catlin as alternate members to the LSLC. Ms. Wetzel seconded the motion. Ms. Beck asked for discussion. There was none. Ms. Beck asked for a vote, the motion passed by acclamation. Again, as voting members must be verified, the results are not official until verification. However, with 2 parents nominated for 2 positions, it is assumptive that Darris Hatch and Emily Catlin will be the alternate parent representatives to the LSLC.

APPROVAL OF DATES

Ms. Solomon made a motion to open this portion of the meeting at 3:03. Ms. Wetzel seconded the motion, which passed by acclamation. With no official sitting LSLC, the former members of the Governance Committee considered the following dates:

Karen David requested that a virtual Book Fair be held from October 30 through November 12. The beginning of the Fair coincides with the Trunk or Treat event. Ms. Wetzel commented that the school held a virtual Book Fair for the duration of the summer, and inquired why one was again being considered. Ms. David explained that the previous Fair was informal and yielded a profit of only 2% of sales. With this formal sale, the school earns 25% of sales. This funding provides needed items for the library, such as books, shelving and toner. Although all funds go to the PTA, the money is dedicated to library needs. Any remainder sits in the PTA account.

Ms. Solomon mentioned that there had been some consideration regarding reducing the number of fairs held yearly to one. Ms. David responded that in person, two fairs are best as one provides for holiday books and the second for summer reading. However, with COVID, Scholastic as a company has a modified structure and the Book Fair program has been impacted.

Ms. Beck asked for a motion regarding the Book Fair. Ms. David made a motion to approve the Book Fair for the dates of October 30 through November 12. Ms. Robledo seconded the motion. Ms. Beck asked for additional discussion, there was none. Ms. Beck asked for a vote. The motion passed unanimously.

Joey Solomon requested a change in the Painting event sponsored by 5th grade to December 5th. She reported that the original date is impossible given the preparation needed for a successful event. The event will be held via two Zooms, one for students in K – 2 and the second for students in 3 – 5. December 5th will be the actual event, kits will be sold prior.

Ms. Wetzel made a motion to change the 5th Grade sponsored Painting Event to December 5th. Ms. David seconded the motion. Ms. Beck asked for additional discussion. There was none. Ms. Beck asked for a vote. The motion passed unanimously.

Tylene Covington requested that the World Language Program be approved to sell Sees Chocolate from November 30 through December 11. Ms. Solomon wondered if there might be a conflict with the Paint Night event, as the dates overlap. Ms. Becerra commented that the events are different, and the overlap minimal. Ms. Covington made the motion to approve the sale of Sees Chocolate from November 30 through December 11, with a note of the overlap of dates. Ms. David seconded the motion. Ms. Beck asked for additional discussion. There was none. Ms. Beck asked for a vote. The motion passed unanimously.

MEMBER TRAINING

Ms. Beck trained members regarding items under the LSLC purview, the Greene Act, Robert's Rules of Order, the recommendation process and the responsibilities of Officers. (Powerpoint on file). She added that as parent membership is not yet official, certain decisions – such as potential ceding of responsibilities to standing committees, meeting dates and times, and officer elections will be held at the upcoming meeting.

Ms. Becerra asked about a member's ability to abstain from voting on a given topic. Ms. Beck and Ms. Wetzel explained that abstention is reserved for situations in which a conflict of interest exists. Ms. Polanco added that it was her understanding that abstentions are counted as votes with the majority.

AGENDA PLANNING

The following were requested to be placed on the next meeting agenda:

Additional funding for 3rd grade music (Friends will be asked prior to the upcoming meeting)

MEETING DATE

It was agreed that the next meeting would be scheduled for November 12th at 3:00.

CLOSURE

Ms. Becerra made the motion to end the meeting, Ms. David seconded the motion. The meeting ended at 3:57.

Minutes respectfully submitted by Linda Beck