West Contra Costa Unified School District

Minutes of the District Local Control Accountability Parent Committee

John F. Kennedy High School
4300 Cutting Blvd.
Richmond, CA 94804

September 29, 2016

Committee Members Present:
Kyra Abraras, Suzanne Balmaceda, Heather Best, Sonia Bustamante, Kimberly Chamberlain, Carolyn Day Flowers, Raquel Donoso, Petronila Fernandes, Gabriela Gomez, Katie Harless, Rosa Maria Hernandez, Ingrid Lopez, , Monica Pacini, Isaac Resendiz, Maria Resendiz, Greg Santiago, Miriam Sequeira, LaShante Smith, Danielle Storer, Juanita Towns, Cristana Villalobos

Staff Present:
Gerardo Browne, Translator; Elizabeth Carmody, Director Community Engagement; Steve Collins, SELPA Director; Denise Cifelli, Confidential Secretary; Matthew Duffy, Superintendent; Sheri Gamba, Associate Superintendent Business Services; April Hawkins, Administrator; Nicole Joyner, Director Data and Accountability; Umberto Lopez, Technology; Vince Morales, Director Business Services; Sonia Neely-Johnson, Director Educational Services; Mary Phillips, Director of Technology; Nia Rashidchi, Assistant Superintendent Educational Services; Janet Scott, Director Educational Services; Ken Whittemore, Assistant Superintendent Human Resources

I. Welcome, Introductions & Agenda Review

Vice-Chair Maria Resendiz opened the meeting at 6:47 p.m. and welcomed everyone. Members introduced themselves and stated which organization/school group they represented. Meeting norms were read and staff introduced themselves.

II. Reflection on DLCAP Process, Procedure, and Membership

Ms. Chamberlain distributed a copy of the bylaws and explained they would not cover tonight. She stated a separate subcommittee would review and present a final version to the group for discussion and finalization at a future meeting.

Ms. Resendiz explained the transitioning of membership for this year as there are several members whose terms have ended. She introduced Superintendent Duffy who asked the group to reflect and discuss the committee's strengths and weaknesses over the past year and discuss amongst themselves. Members provided comments on what went well and offered suggestions for improvement this coming year.

III. DLCAP Actions This Year

Superintendent Duffy presented his thoughts on how the committee could best support the LCAP plan and goals. He expressed his desire for members to take an active role in the community by engaging stakeholders in discussions and attending meetings to better understand the needs and wants of communities. He stated members would bring back the feelings and opinions they've heard to share and discuss among the group which would assist the district in guiding the flow of money. Superintendent Duffy shared his guiding principal regarding LCAP and SPSA development. This triggered discussion on thoughts and feelings of site funding and next steps.

Ms. Rashidchi reiterated the actions the committee will be involved in this year. She provided information and dates for upcoming stakeholder meetings and engagements encouraging members to sign up for and attend. She explained the expectations for engagement could include not only listening and understanding the needs of the communities, but possibly to assist in organizing and facilitating meetings as well. She stressed the need for members to be active participants and be able to report back to the committee on what they've learned.

IV. Timeline for 2016-17 Process

Ms. Rashidchi advised the committee is responsible for submitting a 2017-18 LCAP to the Board at the end of this school and presented the timeline.

V. Current 2016-17 LCAP, Resources, and Evaluation Process

Ms. Joyner talked about new membership outreach. A question was raised about the onboarding process. Ms. Joyner explained the process was not complete at this time and briefly described the basic training received last year which would be the basis for this year's process. Ms. Hawkins went through the approved LCAP plan and provided the committee with an understanding of how its layout. Ms. Rashidchi explained the budget allocations in Appendix C

Ms. Gamba went into further detail explaining how monies are broken out into each of the goals and provided an update on the citizen transparency tool.

Ms. Hawkins provided a tutorial of the district's LCAP pages pointing out the resources available to the committee and community.

Ms. Joyner provided an update on the infographics and shared the scorecard that will be used as an insert. She also shared the newly developed monthly newsletter as an additional way to increase community awareness. She stated the newsletter will be available online, at the district and hardcopies will be taken to various meetings for the publics use.

Superintendent Duffy introduced Michael Kwan who will be assisting the district this year in evaluating program effectiveness. Michael introduced himself, stated his approach to measuring outcomes, explained what he's been doing since he came onboard, and the outcomes he hopes to see. He stated he hopes to have data ready to share by March.

VI. One-Time Monies Allocation Based on DLCAP Recommendations from 2015-16 School Year

Ms. Gamba thanked the committee for their recommendation on how best to allocate the carryover dollars which was approved by the board at their last meeting. She explained the augmentation of school site budgets and where the money was allocated. She also stated the money was currently a part of the budget.

VII. Public Comment

Comments were heard from both the public and committee members.

Ms. Chamberlain distributed the committee roster and highlighted member whose terms were ending. She asked that everyone review the roster for accuracy. She also asked that everyone encourage members who may not be attending to attend.

Adjournment
Ms. Resendiz adjourned the meeting at 8:12 p.m.
Ms. Chamberlain reminded everyone to sign up for community meetings as the clipboard was being passed around.

Next DLCAP Meeting is scheduled for January 26, 2017

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