

**Cleveland Local School Council- In-Person Meeting
March 22, 2022**

Members in attendance

Present: Esperanza Leon, David Yuknis, Salvador Gutierrez, Jennifer Wilson

Absent: Yuditd Cuenca, Jason Ruiz, Principal Ward, Kristine Stanton, Pam Tivers, Danny Scott, Rob Castrejon

LSC Vacancy: 1 Community

4/11 Members Present- 7/11 for a Quorum

Roll Call: The meeting called to order at 5:43 p.m. by Jennifer Wilson

No virtual participation from LSC members or public was available, due to Google Meet access not provided to present LSC members.

Public Comments:

No one from public present

Google Form Comment: Nothing on form/submissions.

Closed Session: Unable to have closed session due to not having quorum

Old Business:

a. Principal Evaluation

- 1) Salvador Guterrez asked clarification in regards to principal evaluation timeline. Jennifer Wilson advised that the principal evaluation was to be submitted by May 30th and to allow Principal Ward an available 30 days for a feedback session, should she request one, LSC would have to come to an agreement of scores by no later than April 30th.
- 2) Jennifer Wilson proposed rather than having 2 separate meetings (regular & special) that for next meeting and/or future meetings to have all as one to prevent cancellations, rescheduling and hinderance preventing virtual participation. David Yuknis, Salvador Gutierrez, and Esperanza Leon all informally agreed.
- 3) Esperanza Leon proposed each LSC member fill out principal evaluation out anonymously and bring completed forms to April 21st meeting, to save time during our closed session. David Yuknis, Salvador Gutierrez, and Jennifer Wilson all informally agreed.
- 4) Salvador Guterrez proposed that for the parent survey we do and electronic survey (Google Form), send home the evaluation with students as well as having surveys available the day of report card pickup. Esperanza Leon agreed citing that there is not always a big turnout on

report card pick up day and this would allow more parent participation. Jennifer Wilson proposed having anonymous boxes for parents or students bringing the surveys for their parents be placed in the school to allow for parents to not feel pressured by teachers seeing the surveys. Esperanza proposed setting up boxes near door 3, door 6 and the office to have the boxes available for the survey submissions. Salvador Gutierrez asked what date we would be able to send out the parent surveys home with kids. Esperanza Leon suggested giving 5 school days because too much time or too little time can hinder parent responses. Salvador Gutierrez volunteered to work on finalizing survey formatting for paper and an electronic Google Form survey. Esperanza Leon volunteered to secure boxes for the parent surveys. Esperanza Leon, David Yuknis, Salvador Gutierrez, and Jennifer Wilson informally agreed upon sending out surveys at least 5 school days prior to evaluation. Esperanza Leon and David Yuknis asked when and how we (LSC) would be reviewing all the surveys. Jennifer Wilson proposed that since all surveys would be due on Wednesday April 20, 2022 and our next LSC meeting was Thursday April 21st, 2022 that we should all review surveys submitted together during our closed session to allow everything to be transparent. Esperanza Leon, David Yuknis, and Salvador Gutierrez informally agreed.

- 5) David Yuknis proposed advertising out to the community to encourage community members to engage and submit feedback for principal evaluation with fliers. Esperanza Leon suggested making yard signs to encourage community members to submit surveys for principal evaluation. As well as adding an advertisement for the community vacancies to yard signs and fliers. Jennifer Wilson volunteered to make community fliers to pass out and encourage those community members within the school boundary line to complete survey on April 20th. David Yuknis volunteered to help pass out fliers in community.
- 6) Jennifer Wilson quickly reviewed and asked if any member had any questions regarding Principal Evaluation Rubric and Principal Evaluation section of the LSC Resource Guide Appendix G: Support Materials.

Adjournment: Esperanza Leon moved to adjourn the meeting and Salvador Gutierrez seconded the motion. Meeting adjourned at 6:09 p.m.

Next Regular LSC Meeting –April 21, 2022 @5:30 PM (3rd Thursday of each month)

Respectfully submitted,
Jennifer Wilson
LSC Chair