

PAC Meeting Minutes
Monday 9/19/16

- I. Welcome
 - a. PAC President Ricki Guyant welcomed those in attendance and called the meeting to order.
- II. Introductions
 - a. Carrie Webb was introduced as the SACI representative for the PAC. Everyone in attendance was asked to introduce themselves and, if a parent, provide their child's grade. Those in attendance offered a mix of parents, faculty, and one student, with 17 signatures on the sign-in roster.
- III. Review of Minutes
 - a. The minutes from the last PAC meeting on May 16, 2016 are not yet ready, so they were not available for review. Mrs. Guyant indicated that as soon as they were secured she would provide them for review and approval.
- IV. Overview of PAC
 - a. Mrs. Guyant provided an overview of the PAC and its collaborative mission. She provided information packets to those interested and informed the group that the agenda as well as minutes would be provided in advance of future meetings via email.
- V. Open Forum
 - a. **IT:** Mr. Hackett, head of IT, was given the floor. He apologized for the password issue that occurred over the weekend. He also informed members that the new school website has replaced Fusion and there is a learning curve that users are working through. He explained that the website allows for public access of certain information as well as a non-public access to parents/students. He added that Parent Portal is still providing student-level information. He reported on Office 365 and that he personally went through each student's account (a total of 2200) to ensure that they each had access. Should any student or parent have any school-based IT related problem or concern, they are to contact him directly for assistance.
 - b. **Flex Schedule:**
 - i. A parent raised a concern regarding the Flex Schedule and the Honors Awards Ceremony. The parent indicated that there was a conflict with the time and that her daughter would be forced to miss driver's education during flex. A faculty member informed the parent that the time was selected for parent convenience and that attendance at the awards ceremony would not impact the student.
 - ii. A parent raised concern regarding testing being conducted during the flex period, which faculty indicated should not be occurring.
 - iii. A parent raised concern about the flex schedule being evaluated for effectiveness. Faculty confirmed that it will be evaluated based on achievements in SOL, AP scores, and other subgroups.
 - iv. Faculty added that flex time will eventually allow students to participate in groups that they otherwise would not have time for, such as PBIS (Positive Behavioral Intervention Support).

PAC Meeting Minutes

Monday 9/19/16

- c. **Commendation:** A parent commended the school administration and faculty staff for all of the work they have put in to make Forest Park what it is today. The parent indicated that their child has blossomed at the school because of the support they receive and “it needs to be said how much it is appreciated.”
- d. **Remediation Stipend:** A parent raised the concern that the amount of money spent on preparing the back to school packets could have been used to support a teacher stipend for a remediation. The parent indicated that this was the 3rd year in a row that the packet was viewed as excessive (i.e., too much paper, not front/back printing, etc.). Administration took note of it and encouraged continued suggestions.

VI. Election

- a. **New Secretary:** Reyna Cartagena was accepted as the PAC’s new secretary. Ms. Renee Johnson will also assist in this endeavor as back up.

VII. Principal’s Report

- a. Principle Richard Martinez presented a full update, to include an overview of 2016-2017 administration, teacher instructional leaders and support staff, new hires, the new website and Office 365, important dates to remember, an overview of PBIS and FLEX, this year’s instructional focus, student enrollment, budget information, master schedule, and strategic plan.
- b. A parent raised the concern about disparity in assignment and test weights between teachers. Administration indicated that they are working on bridging those differences and moving toward consistency in departments.
- c. A parent raised the concern about the rule for retaking tests. Administration indicated that the rule depended on the learning community and that departmental agreements are being shared with the students.
- d. Another parent raised the concern of students who turn in their work on time only to be informed that more time was going to be given for those who turned in work late. Administration informed that, often, late assignments come with a penalty and that the described scenario isn’t always the case.

VIII. New Business

- a. None.

IX. Concluding Remarks

- a. Mrs. Guyant reminded members that the next meeting would be held on October 17, 2016 at 7pm in the Library.

X. Adjournment

- a. The meeting adjourned at approximately 8:10pm.