

**Certificated Superintendent's  
Roundtable  
August 2, 2017  
Minutes**

Chairperson, Kirsten Madueña called the meeting to order at 3:32 p.m. with the following representatives present:

Jerie La Roche, El Toyon  
Joanna Hartley, John Otis  
Dawn Salisbury, Kimball  
Myrna Kahle, Las Palmas  
Mike Monfort, Lincoln Acres  
Eleanor Cruz, Olivewood  
Kirsten Madueña, Rancho de la Nación  
Matthew Bandy, Special Ed.  
Tamlyn McKean, NCETA

Representatives absent:

Jean Howard, Central  
Corey Couron, Ira Harbison

District Office Representatives present:

Leighangela Brady  
Jocelyn Sandoval  
PJ Whitney  
Meghann O'Connor

1. Approval of draft minutes from May 3, 2017. Kirsten Madueña  
**Eleanor Cruz moved and Mike Monfort seconded to approve the minutes of the May 3, 2017 meeting. All were in favor, none opposed.**
  
2. Election of Officers (Chairperson, Vice-Chairperson and Secretary). LAB  
**Kirsten Madueña was nominated as Chairperson, Eleanor Cruz as Vice-Chairperson and Jocelyn Sandoval as Secretary. All were in favor, none opposed.**
  
3. Bylaws - Review and Approve. LAB  
**Superintendent, Leighangela Brady reviewed the roundtable bylaws with the representatives. The Superintendent's Roundtable Bylaws were adopted. Kirsten reminded everyone that the forum is an opportunity to facilitate communication when there are issues that cannot be resolved at site level.**
  
4. AR/STAR Concerns. PJ Whitney  
**PJ Whitney shared a "Reading Text Level Correlation Chart" sheet. The chart gives Lexile level correlations to the AR test. PJ mentioned that the STAR test has been calibrated to the Common Core Standards. The STAR assessment is used as an interim assessment for upper grades, which provides schools with a benchmark of their**

growth. The calibration between the STAR assessment and the CAASPP test is not close.

She also shared the 2017-2018 year plan of assessments to be administered throughout the year.

5. In School Suspensions. LAB

Leighangela Brady shared that to reduce the discrepancy of language across the district we will be using “in school suspension” as common language. A student may receive an in school suspension either from a teacher or administrator. Suspensions given by teachers must fall under the legal requirements of the Educational Code. If the reason for a teacher to suspend a student is not listed in Ed. Code then at the administrator’s discretion, he/she must approve to remove the student from the classroom without moving forward with a formal in school suspension.

If the suspension does fall under the legal Ed. Code requirements there are procedures that need to be followed as per Ed. Code Article: <See Attached>  
Whether it is an in school suspension or out of school it gets reported to the state as a suspension.

If the student is kept in school per the teacher’s choice, the student cannot be placed in another classroom or in the office. In this situation, if a suitable location is not found, the parent may be contacted to pick up the student. If the in school suspension is given by the principal, then they may be look at placing the student in another classroom.

Dr. Brady shared that a position of School Social Worker has been filled; and soon this person will be available to provide assistance with troubled students.

6. CPR Training for Staff. Leticia Hernandez

The cost to CPR train certificated staff is of \$35-\$45 per employee, a total district cost of \$16,000-\$17,000. If staff is willing to pay to be CPR certified we can look into offering the training on a Professional Development Day, after school day, or a Saturday.

7. Lockdown Procedures. Meghann O’Connor  
Item was tabled.

8. Open Forum. Kirsten Madueña

a. A/C On and Off Times. Dawn Salisbury

Several representatives shared that the air conditioner in classrooms is not being turned on early enough and are being turned off too soon. Leighangela Brady will look into this.

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The meeting was adjourned at 4:27 p.m.

Jocelyn Sandoval, Recorder

**Note: The next Certificated Roundtable meeting will be held on Wednesday, October 4, 2017 at 3:30 p.m. in the Board Room.**