

**Certificated Superintendent's  
Roundtable  
September 7, 2022  
Minutes**

Chairperson, Jerie La Roche called the meeting to order at 3:28 p.m. with the following representatives present:

Jerie La Roche, Special Ed.  
Angelica Hernández, Ira Harbison  
Kirsten Madueña, Rancho de la Nación  
Danielle Abrams, Central

District Office Representatives present:

Leighangela Brady  
Arik Avanesyans  
David Castillo  
Vanessa Ceseña  
Maritza Koeppen

1. Welcome and introductions- Jerie La Roche
  - Members introduced themselves and unanimously agreed on the election of officers.
2. First meeting of 2022-2023 standing items- Jerie La Roche
  - a) Approval of March 2, 2022 draft minutes
    - Kirsten M. moved and Jerie LR seconded. All were in favor, none opposed.
  - b) Bylaws update and approval
  - c) Meeting norms
    - To be reviewed at the next meeting.
3. Roundtable Celebrations

Dr. Brady and David Castillo gave an update on the finalization of the blinds project.
4. Stores-Cost of items- Danielle Abrams

Danielle inquired about the products prices listed in the stores catalog vs. outside vendor prices. Adriana O. shared the guidelines followed by school districts and explained the process.
5. AESOP- Danielle Abrams

Danielle shared that staff are not able to see the substitute assignments on AESOP. Maritza explained the different viewing rights available for staff and she will be following up on how to request specific subs.

6. Communication- Jerie La Roche/Danielle Abrams  
Jerie shared that there was a lack of communication with Educational Services but has recently improved. Danielle inquired about possibly changing dates of diagnostics, Leighangela explained why the change is not possible.
7. Staffing- Jerie La Roche/Annabelle Camba-Jones/Danielle Abrams  
Staff shared concerns about staffing ratios with IA's, Impact Teachers, and Campus Student Supervisors. Maritza and Leighangela shared logistics on hiring and staff distribution at sites. They shared that changes in hiring and restructuring will alleviate most of these staffing issues.
8. Criteria for an intervention plan for at-risk of retention students- Kirsten Madueña  
Kirsten shared that paperwork for at-risk students is excessive and stresses students. Leighangela and Maritza reviewed the options available to teachers. They will possibly standardize at all sites to reduce stress on teachers and students.
9. Tersano machines- Kirsten Madueña  
Kirsten shared that the Tersano machines are not cleaning. David explained purpose of the Tersano machines and the custodial cleaning process and schedule. He will follow up with custodians to identify potential discrepancies.
10. Report cards- Kirsten Madueña  
Kirsten inquired about the process for report cards and the new computer science grade. Leighangela will follow up for equity throughout the district. She will ask Wendy O'Connor to send out communication regarding this.
11. Technology- Kirsten Madueña/Annabelle Camba-Jones  
Staff inquired about chargers, loaners, charging towers. They shared situations observed during the beginning of the school year. Wendy sent out an email addressing technology concerns, most issues have been resolved.
12. UCI- Kirsten Madueña  
Kirsten shared that new teachers are not receiving manipulatives. Leighangela shared the process for ordering supplies. Leighangela will follow up with Kathy Melanese.
13. Feminine hygiene products- Annabelle Camba-Jones  
Annabelle shared that products are being flushed down the toilet. Angelica Hernandez shared that this problem had been solved at Ira Harbison.
14. Special Education- Annabelle Camba-Jones  
Annabelle inquired about the safety of students and Angelica shared that this may possibly be resolved after the hiring of full time aides.

The meeting was adjourned at 5:13 p.m.

Vanessa Ceseña, Recorder