



Parent Advisory Committee Meeting
2023-2024 School Year

Meeting Minutes

Thursday, March 21, 2024

Purpose of Meeting: Meeting to discuss the LCAP timeline and form breakout rooms to discuss PAC priorities within the current LCAP.

Time	Topic	Minutes
6:07pm	Welcome	<p>Staff Members in attendance:</p> <ul style="list-style-type: none">● Liza Estupin, Director, Categorical & Special Projects, BUSD <p>Committee members in attendance:</p> <ul style="list-style-type: none">● Andres B., Emerson Rep.● Lee B., Ruth Acty Rep.● Seth E., Washington Rep.● Sahar G., King Rep.● Monica J., Malcolm X Rep.● Reichi L., Rosa Parks Rep.● Candice L., John Muir Rep.● Jessica L., BAM Rep.● Lindsay N., Cragmont Rep., PAC Co-Chair● Eliza N., Longfellow Rep.● Kathryn R., Thousand Oaks Rep.● Natasha S., Willard Rep., PAC Co-Chair● Johanna T., Oxford Rep.

6:07pm	PAC Meetings, Structure, Norms, Rules	<p>BUSD PAC Website</p> <p><i>Quorum not met, approval of agenda and minutes to come later.</i></p> <p><i>Amended agenda: Swapping agenda items. Going over LCAP timeline first, until quorum is met.</i></p>
		<ul style="list-style-type: none"> ● LCAP Timeline <ul style="list-style-type: none"> ○ PAC has seen this before as an email. ○ The board document only has the PAC deadline. This document has an additional timeline based upon the board policy and CDE requirements. ● LCAP Timeline 2023-2024 <ul style="list-style-type: none"> ○ November 2023: District must provide a timeline on the development of the LCAP. ○ January/February 2023: Feedback Roadshow with Educational Partners. ○ February 2024: Mid-Year Update Board Presentation, people can provide feedback and describe the current timeline. ○ February 2024: CA Department of Education, mandated must complete a next year update. ○ March 2024: SELPA Consultation: The district meets with SELPA to consult on the LCAP. ○ April 2024: BUSD provides the board with draft recommendations to stakeholder groups. <ul style="list-style-type: none"> ■ This update must include an action or service that will not be continued. ○ April 2024: PAC and DELAC provide recommendations upon the LCAP. ○ May 2024: The district must respond to written comments upon the LCAP. ○ May 2024: ACOE reviews the draft of the LCAP for compliance. ○ May 2024: LCAP draft and LCAP executive summary are completed. ○ June 2024: Public hearing where the LCAP is provided. <ul style="list-style-type: none"> ■ This is at the first board meeting in June. Public comment is welcome. ○ June 2024: District seeks board approval to adopt the LCAP.
6:15pm	Questions/Public Comment	<ul style="list-style-type: none"> ● Co-Chair Nofelt: PAC acknowledges that this timeline is very difficult - the PAC feedback is due before the draft of the LCAP is ready.

		<ul style="list-style-type: none"> ○ Director Estupin: Upper leadership sees board policy is not cohesive to the legal requirements of the LCAP. Things don't match. We are seeing what we can do to improve internal processes. ● Representative: Our [School Site] Committee met today, there's a concern about final allotment for ELD and RTI. When will this be presented? <ul style="list-style-type: none"> ○ Dir. Estupin: The reason the allocations haven't been released is that all recommendations need to be consolidated. We need to ensure that all feedback is taken in regards to prioritization. ○ Dir. Estupin: We have received the feedback that all principals have mentioned that ELD and RTI allocation is a priority at their site. ○ Representative: When will there be a followup? ○ Dir. Estupin: We can add some information into their weekly newsletter.
6:21pm	PAC Meetings, Structure, Norms, Rules	<p>BUSD PAC Website</p> <p>Went over the agenda for this meeting. Agenda was approved at 6:22pm.</p> <p>Went over the minutes from the 3/7/24 meeting. Minutes were approved at 6:24pm.</p>
6:25pm	PAC Breakout Room Discussion	<ul style="list-style-type: none"> ● PAC Breakout Groups <ul style="list-style-type: none"> ○ Co-Chair Nofelt: We're starting breakout rooms for discussion on different LCAP goals. There are three <ul style="list-style-type: none"> ■ Room 1: Goal 1, High Quality Core Instruction ■ Room 2: Goal 2, Intervention ■ Room 3: Goal 3, Welcoming Schools (Barriers to School) ○ Dir. Estupin: Once breakout groups are open, you won't be able to switch rooms. ○ Co-Chair Nofelt: We're asking each representative to choose one goal and stick with it this meeting and next. <p><i>NOTE: Breakout rooms and discussion are not recorded.</i></p>
7:56pm	Final Questions, Comments	<ul style="list-style-type: none"> ● Co Chair Nofelt: We will consolidate notes and questions that PAC has in regards to each goal, and we will obtain the answers from the appropriate staff members for the next meeting. ● Dir. Estupin: I will not be in attendance to PAC meetings in April, but I will have a substitute administrator from the district attend in my place.

		<ul style="list-style-type: none">• April 11: Draft PAC feedback• April 25: Finalize and approve PAC feedback
8:04pm	Closing	Next Meeting: 4/11/24, 6:00pm 8:02pm, meeting adjourned.