



Jefferson School AAPAC Meeting Minutes

December 8, 2022 at 9:00 a.m.

AAPAC AGENDA ITEM MINUTES

1. Opening/Roll Call : Meeting called to order at 9:00 a.m.

Members present:

Principal	Teachers	Other	Parents
Ana Rivera	N/A	Daniela Baltazar, APL	Georgina Trejo, AAPAC Parent
		Nora Ramirez, SFC	Ronnisha Norris, AAPAC Parent
			Brenda Bolden, AAPAC Parent

Members absent:

Principal	Teachers	Other	Parents

Visitors Present

None	
------	--

Quorum: __X__Yes ___No

2. Reports

2.1 [DAAPAC Report](#)

A copy of the November 15, 22 meeting synopsis was provided to all members 72 hours prior to the meeting for initial review. Ms. Norris, DAAPAC Representative, was not able to attend the November meeting. The committee reviewed and discussed the November 15, 22 meeting synopsis.

2.2 SSC Report

Mrs. Baltazar reported that during the November meeting the SSC had reviewed and approved the 22-23 budget revisions and re-allocation of funds as needed to meet the needs of our students.

2.3 [FACE Report](#)

A copy of the December FACE calendar was provided to all members 72 hours prior to the meeting for initial review. The committee reviewed and discussed the FACE calendar. Mrs. Baltazar reported on some events that will be taking place this month.

3. Unfinished Business-none

A copy of the October 6, 2022 minutes was provided to all members 72 hours prior to the meeting for initial review. The minutes from the October 6, 2022 meeting were read and approved. Ms. Trejo moved to approve the minutes. Ms. Bolden seconded the motion. Verbal Vote taken, all in favor. Motion carried and the minutes were approved as presented.

4. Unfinished Business-none

5. New Business

5.1 [Needs Assessment for AAPAC Input form](#)- Share Needs Assessment survey and get input from parents about adding/editing questions.

The members reviewed and discussed the Needs Assessment questionnaire. Mrs. Baltazar reported that upon approval, the Needs Assessment questionnaire will be shared with all of our African American student parents for their input. Input will then be shared with AAPAC during our February meeting.

Ms. Trejo moved to approve the Needs Assessment questionnaire. Mrs. Baltazar seconded the motion. Verbally voted taken, all in favor. Motion passed and the Needs Assessment questionnaire was approved as presented.

5.2 Literacy Programs & Opportunities for African American Students

Ms. Rivera reported on the literacy programs and opportunities for African American students at Jefferson. For example; library weekly classroom visits, library open door policy for students to exchange books as needed, school signage promoting reading, reading challenges to motivate students to read, purchase of additional books to replenish classroom libraries, and teachers focus on phonics and literacy. Ms. Rivera Added that there are currently two teachers in the After School Program who provide literacy support to lower grade students. Two more teachers will be joining the After School Program in January to provide upper grade literacy support.

5.3 Plan for Literacy

Ms. Rivera reported that the plan for literacy is to continue the current activities and programs mentioned on 5.2 as students are responding positively to them and have started to show improvement. She also mentioned that we will continue to promoting a culture of literacy by utilizing small group instruction to teach foundational building blocks of reading, through the achievement learning center, book talks, reading buddies, parent sessions that emphasize the importance of reading and provide parents with reading strategies/resources to utilize at home, and reading on grade level medals to recognize students' reading achievement.

5.4 AAPAC Input on 2023-2024 projected Budgets and [Staffing](#)

The 23-24 Projected Budgets were presented on the screen for the AAPAC members to review and discuss. Ms. Baltazar reported that the projected 2023-2024 budget allocations are as follows: Title I \$ 261,426, Title I parent \$ 4,771, and LCFF \$ 400,520. The council reviewed and discussed the Title I, Title I parent, and LCFF 23-24 budget proposals.

The AAPAC Input Form Form was presented on the screen. The members reviewed and discussed the proposed 23/24 staffing. Mrs. Baltazar reported that schools may spend up to 85% of each budget on staffing and fixed costs. We are currently at 82% under Title I and 83% under LCFF. She explained that the proposal is to retain all the current categorical positions; Academic Program Leader 8hrs, Academic Coach 8hrs, Especially Funded Clerk 8hrs, and Teacher Tutor 5 hours. In addition, we have enough funds for an additional Teacher Tutor, 3 hr.

The members also reviewed and discussed the Proposed 23/24 Key Supplemental Actions to support African American Students. The members had no additional questions or input in regards to the proposed 23/24 budgets, staffing and actions at this time.

Ms. Trejo moved to approve the 2023-2024 Projected Budgets, staffing, and key supplemental actions. Ms. Bolden seconded the motion. Verbal vote taken; all in favor. Motion passed and the 2023-2024 Projected Budgets, Staffing, and Key Supplemental Actions were approved.

6. Upcoming Events/Announcements were shared with council members 72 hours prior to meeting for initial review. Announcements were read aloud to the members by the Mrs. Baltazar.

6.1 [DAAPAC Meeting](#) - December 20, 2022, 11:00 a.m., District

6.2 AAPAC Meeting - February 7, 2023, 9:00 a.m., Parent Center

6.3 SSC Meeting - December 9, 2022, 8:00 a.m., Parent Center

6.4 Winter Break - December 26- January 6, 2023 - NO SCHOOL

7. Public Comment

There was no public comment

8. Adjournment

Meeting adjourned at 9:32 a.m. Motion made by Ms. Trejo and seconded by Ms. Norris. Verbal vote taken, all in favor. Motion Carried.

Respectfully submitted,

AAPAC Secretary

AAPAC Chairperson