



association of california school administrators committees & councils

Minutes/Meeting Notes

ELEMENTARY EDUCATION COUNCIL MEETING

November 1, 2023

11:00 AM – 4:00 PM

SAFE Credit Union Convention Center

1400 J Street, Sacramento, CA 95814

Meeting Room: Ballroom A – 8 (Second Level)

(Parking available at 900 13th Street: enter on 13th between J & I Streets)

Hybrid Meeting

Zoom links:	Council Only	11:00 AM – 11:30 PM, 1:40 – 1:40 PM here
	Joint Meeting	11:30 AM – 12:00 PM, 1:00 – 1:40 PM Common Link - Council Business Meeting #1

11:00 – 11:25 AM **Ballroom A – 8**

11:00 AM **Call to Order (motion and second)John Schilling**

Open Business Meeting

- **Adopt Agenda**
- **Confirm Council Secretary**
- **[Membership Roster](#)**
- **Confirm Attendance**
- **Affirm [ACSA Mission](#)**

Notes:

Meeting called to order at 11:00 am.

Adoption of agenda: Motion #1: Ramona Soto, Motion #2: Michael Payne

Rocio Munoz and Aleta Rose will be our recording secretaries for this meeting.

In attendance:

Cynthia Giove (Region 2), Kimberly Mitchell-Lewis (Region 4), Pam Hughes (Region 6),

Ramona Soto (Region 7), Scott Barba (Region 9), John Schilling (Region 10),

Rocio Munoz (Region 11), Jean Joye (Region 12), Mayra Lozano (Region 14),

Marci Chavez (Region 15), Aleta Rose (Region 16), Michael Payne (Region 16),

Katie Ermer (Region 19)

11:05 AM **Welcome & Networking.....John Schilling**

- **Icebreaker: New Administrator**
Groups of three, share about your first year as an administrator, something you learned or something you will never forget.
- [Networking Slides](#)

Notes:

Members shared stories of their first year as an administrator.

11:15 AM **ACSA [NAESP](#) Spotlight[John Schilling](#), [Marci Chavez](#), [Scott Borba](#)**

ACSA NAESP Affiliation: [Overview](#)

- **NAESP Value to ACSA Members**
- **NAESP Website Highlights (Networks, Advocacy, Resources)**
- **Conferences and Member Benefits**

Notes:

Scott Borba, former President of the EE council and current NAESP Board Member shared NAESP available free resources online for elementary school principals. He also shared upcoming events including the joint annual conference, [UnitED](#), with NASSP on July 15-17, 2024 in Nashville, Tennessee. Also, the professional learning opportunities available including: Pre-K-3 Leadership Academy, Center for Innovative Leadership, Center for Women in Leadership, etc. He also discussed the benefits of joining NAESP.

Marci Chavez (Region 15) will be the new ACSA NAESP Liaison.

11:25 AM **Move to Ballroom A-9**

11:30 – 11:50 AM **Ballroom A – 9 | Join MGE & SE Councils**

11:30 AM **Ladder of Engagement for Council Service.....[Derrick Lawson](#), [Mary Gomes](#)**

Welcome and Greetings.....[Dr. Edgar Zazueta](#)

- **Executive Director, ACSA**

Notes:

Edgar Zazueta spoke about cultural differences. What can ACSA do to support and provide tools for us as we support the students we serve at our schools?

Derrick Lawson spoke about advocacy. How we (as administrators) can make a big impact in the area of advocacy. He also discussed the NAESP/NASSP National School Leaders Advocacy Conference on March 11-13, 2024 in Crystal City, VA. Why join NAESP and NASSP?: to join together to advocate nationally for the rights of student voices.

Next, he spoke about the Ladder of Engagement (5 levels) and how we can develop colleagues and give back to the profession. Administrators who go beyond sharing and producing but also taking an active role by leading, influencing and advocating (Level 5-influences & brings in more opportunities).

11:50 AM **Move to ACSA Governmental Relations Luncheon Room**

Noon – 1:00 PM **ACSA Governmental Relations Luncheon (boxed lunch)**
Meeting Rooms 9 – 11, 2nd Level (near Outdoor Terrace)

Notes:

ACSA’s Advocacy in Action team presented an overview of state budget and policy outcomes. This information can be found on the ACSA website (see link above).

1:10 – 1:30 PM **Ballroom A – 9 | *Continued:* EE, MGE, SE Councils meet together**

- 1:10 PM** **Context for Council Bylaws Revision Process.....Derrick Lawson, Mary Gomes**
- **ACSA Committee & Council Structures**
 - **ACSA Strategic Plan**
 - **Original EEC/MGEC/SEC Bylaws Development**

Notes:

Katherine Castleberry (Region 14) and Rene Rickard (Region 13) introduced themselves as candidates for ACSA Vice-President.

Derrick Lawson spoke about Bylaws changes for each council and shared a membership video for NASSP.

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- 1:30 PM** **CalKIDS Program: The first step toward college.....Stanley Zeto**
- **Deputy Executive Director, ScholarShare Investment Board
CA State Treasurer’s Office**

Notes:

Deputy Director Stanley Zeto provided an overview of the program to provide kids and families across California with access to funds to pursue higher education. It encompasses several components:

Component 1: Newborns

Children born in CA born after July 1, 2022: see accounts already created for them but families must log-on to activate the account. After high school graduation, funds may be requested for higher education. Funds may be combined with other sources including FAFSA, or similar grants.

Component 2: Students

Established automatically for eligible low income students beginning in the academic year 2021-2022. Covers costs such as books and tuition. It is very flexible and not limited to institutions in California.

Support: Administrators can help by disseminating information regarding this program on district/school websites, social media, and school events. Ensure our families are aware that this program is available.

1:40 PM **Return to Ballroom A-8**

1:45 – 4:00 PM **Ballroom A – 8 | Resume EE Council Business Meeting**

- 1:45 PM** **Engagement Activity.....John Schilling**
- **Solo Cup Challenge**

1:55 PM ACSA Partner4Purpose Presentation.....LEGO®Education

Notes:

Learning through play because play is learning with Lego Learning System. Council participated in a team building activity.

2:05 PM Council Business Operations.....John Schilling

- Approve Meeting Notes: [03-21-23](#)
- Affirm Council Purposes & Vision, Council Goals

Confirm Council Leadership Volunteers.....John Schilling

- Legislative Policy Committee Representative
- Curriculum, Instruction & Accountability Council Liaison

2:15 PM Council Strand at Leadership SummitJohn Schilling, Mary Gomes

- Recruit Council Member Room Monitor for Session
- Room Monitor Script and Responsibilities
- Leadership Summit Highlights

Notes:

Motion #1: by Kimberly Mitchell-Lewis.

Motion #2: Mayra Lozano to approve Minutes from Council business operations meeting.

Mayra Lozano volunteered and was selected to represent the EE council as the representative to attend the Legislative Policy Committee. She will provide Council updates and provide input on behalf of the group. Meetings begin in the Spring (some virtual and some in-person held in Sacramento).

Curriculum and Instruction Liaison was mentioned.

2:20 PM Begin Council Bylaws Revision Process.....John Schilling

Notes:

Bylaws must be reviewed and approved by the March meeting. The structure of the bylaws allows members to meet goals.

Needed changes:

- Language changes to Council vision to align with State ACSA vision.
 - Bylaws section I & II: Add language to membership, NAESP Federal Relations Coordinator.
 - Remove language for preschool representation because they now have their own council and representation.
 - Remove language for authorization of additional representatives per region (At-Large members).
 - Remove language for "At-Large members" in membership.
 - Mary G. will set up the PDF document of the Bylaws so members can add comments for revision considerations.
 - Council made a collective agreement to make edits on the Bylaws document to present at the January meeting. Comments will be added in the Google document to indicate if a member is making a particular recommendation.
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2:30 PM	Break
2:40 PM	Raffle..... John Schilling
2:45 PM	Open Forum, Hot Topics, Best Practices Sharing..... All

Notes:

2:55 PM	January 2024 Meeting Planning.....All <ul style="list-style-type: none"> ● ACSA Directive: At least one Council meeting per year to be open to job-alike group statewide. ● Professional Learning: Member-Presented & Guest Presentations
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Notes:

3:05 PM	Reports: <ul style="list-style-type: none"> ● ACSA Board.....Michael Payne ● Council President Report.....John Schilling ● Council Legislative Policy Committee Rep.....Under Recruitment ● NAESP Federal Relations Coordinator Update.....John Schilling
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Notes:

ACSA Board Report:

- Beginning in July, the State Board recognized staff for their accomplishments.
- David Vera, Senior Systems Administrator, ACSA IT, was recognized in October.
- ACSA experienced a cyber attack and the insurance company covered the ransom. ACSA paid a \$10,000 deductible. It is unknown the amount of personal information they may have accessed.
- There was a big discussion about the composition of Councils and Committees. Councils are job-alike whereas Committees are issues related. Councils must have representation from all 19 regions. The decision was unanimous not to change the Small School District Committee to a Council.
- Clarified ACSA is a state entity and does not endorse local candidates for mayor, board or other.
- Discussion ensued about the ACSA Burlingame building purchased in 1974 which has been depreciating.

Council President Report:

- John is CA’s NAESP Federal Relations Coordinator - the US House and Senate are not agreeing on issues with Title I, Title II and districts using all of COVID money first and reducing the Title dollars.
- Possibility of government shutdown due to bipartisanship.

3:15 PM	Key Dates and Monthly Check-In Meetings.....John Schilling, All <ul style="list-style-type: none"> ● 2023-24 Key Council Meeting & Activities Dates ● 2023-24 Schedule: Fridays (1st of the month)
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Check-in Meetings: 7:00 – 7:30 AM							
2023	Dec.	2024	Jan	Feb	March	April	May
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- 3:20 PM Discussion: Strategies for Increasing Council impact.....All**
- **Submitting Articles for EdCal**
 - **Messaging to Members**

Notes:

John Schilling will make sure the links are sent out for meetings.

EEC functions as the state elementary principal’s association. Intent was communicated to bring national resources to our Council.

EEC also communicated the need to increase impact dissemination to our elementary principals. Opportunity to submit an article on behalf of the EE Council with hot topics that include a solution on how to address the issues (positive approach). Mary G. will start a Google document to collect possible topics to be discussed in January.

- 3:25 PM Preview: March 2024 Site Visit (SoCal) & Council Meeting.....John Schilling**

Notes:

March in-person meeting location should be solidified by the January meeting which is virtual.

- 3:35 PM Travel Claim Submission Process.....Mary Gomes**
- **Fillable EEC Travel Expense Claim Form**
 - **Submission Link**

- 3:40 PM Debrief Meeting & Prepare [Meeting Summary](#)..... All**

Announcements

- **[K-12 Site Administrator Leadership Network Meetings \(Free!\)](#)
(W) 4:00-5:00 PM**

Date	Topic
November 1, 2023	SEL and Self-Care for Site Leaders and Staff
December 6, 2023	Building Relational Capacity (Your Support System)
January 10, 2024	Time Management and Exponentially Expanding Your Resourcefulness
February 7, 2024	Dealing with Difficult People
March 6, 2024	Security and Safety: Campus Climate and Restorative Student Relationships Dealing with Social Media Challenges
April 10, 2024	Planning Meaningful Professional Developments Aligned to School Needs
May 1, 2024	Closing the School Year with Celebration and Grace, Opening the New Year with Inspiration and Hope

- **Monthly Council Check-In Meeting**
(F) 7:00 – 7:30 AM
 - **December 1, 2023**
 - **February 2, 2024**

- **Council Business Meeting #2**
(M) 9:00 AM – 12:00 PM
 - **January 29, 2024**

Good of the Order

Raffle.....John Schilling

4:00 PM

Adjourn (motion and second)John Schilling

Notes:

Upload documents as one document for travel submission. Travel claim form will have the appropriate categories.

Council members are to take back to their regions the meeting summary, minutes, and agendas.

Members may access documents linked on the agenda for information.

Check-in meetings included above (John Schilling) will send the links.

Motion to adjourn was made by:

- Motion #1: Kimberly Mitchell-Lewis
- Motion #2: Aleta Rose
- Meeting was adjourned at 3:46 p.m.