



**Pathways Academy Charter School - Adult Education
Educational Partner Advisory Committee (EPAC) and
English Learner Advisory Committee (ELAC)
Meeting Agenda/Minutes**

Thursday, November 14, 2024, 9 a.m.

Join Zoom Meeting

<https://us06web.zoom.us/j/87865870557>

**I. Welcome - Si necesita ayuda en español, llama o manda un text a
Dana (760) 666-4606 o Monica (707) 800-6144**

Meeting began at 9:00 am:

Committee members.

Moana Miller, Special Projects Coordinator

Dana Mendez, School Counselor

Jeremy Frost, Accountability, Assessment, and Data Specialist

Joshua Sedlacek, PACSAE Student Representative: Senior

II. Overview of EPAC and ELAC

- Assist by providing input on the educational priorities of the school based on achievement data
- Offer input on a variety of school topics (school climate, social-emotional learning, special education, attendance)
- Suggestions for any training topics you would like to have covered and added to future agendas
- Provide a communication link between the school and the community and provide input on the concerns they may have at our meetings
- A brief overview of what our committee does is to be a part of the review process of school reports and plans and to give input wherever you have any insight or questions you may have.
- Give any suggestions you may have if there are any training topics you would like to have covered or anything you would like more information

about, besides discussing goals and strategies and getting your input, this is the purpose of these meetings.

- Share the information you have gathered in our meetings with others and invite them to attend our meetings or bring their questions and input for them to our meetings

III. School Information

- [School Website](#)
 1. School Plans, Policies, Resources
- [School Instagram](#)
 1. Upcoming input/participation opportunities
- [Counseling Services](#)
 1. Services, webinars/workshops
- For transparency and to provide information to anyone at any time, we have our school policies and plans posted on our school website. Our school Instagram page is current with information on upcoming events and opportunities for participation.
- The school counseling services web page is filled with information. Dana Mendez, school counselor gave an overview of the website and some of the services available.

IV. School Safety Plan

- a. Our school safety plan shares information about the safety procedures we have in place so that our students and staff have a safe and welcoming learning environment.
- b. Overview of the school safety plan
 - i. [Overview and Training of School Safety Plan](#)
 - ii. [School Safety Plan link to website](#)
 - iii. The School Safety Plan shares information on the safety procedures and policies we have in place so that our school is a safe and welcoming learning environment for our students, parents and staff. -Pathways is an independent study program. Our students do not come to campus. In the event students are in our care during any disaster i.e. earthquakes, fire, natural disaster, harmful threat, our school personnel will follow the safety protocol and procedures of the rented or visiting facility.

Input/Questions:

Mental Health included in the school safety plan?

Safety Plan: Section 7: Discrimination and Harassment, Section 6: Procedures to Notify Teachers of Dangerous Students, Appendix A: Suicide Prevention.

The Counseling Dept. provides mental health lessons to YASA homeroom and provides mental health webinars.

Child Abuse Reporting. What to do if a staff member sees child abuse during meeting on camera. Safety Plan: Section 3: Child Abuse: Duty to Report guidelines. Staff receives annual Mandated Child Abuse Reporting training.

VI. Uniform Complaint Procedures

- a. The UCP is a process for filing a written statement concerning a violation for issues such as discrimination, harassment, intimidation, bullying, lack of access to instructional materials.
- b. [UCP complaint form link](#)
- c. The Uniform Complaint Procedures is a process for filing a written statement concerning a violation for issues such as discrimination, harassment, intimidation, bullying, and lack of access to instructional materials
- d. There is a link to the complaint form added to the agenda. You can also find a link to the complaint form on the school website.

VII. Parent, Student Teacher Meetings

- Communicating with teachers, school staff, [school counselors](#). administration
- Importance of regular attendance and course completion
- [Interventions/Support and Counseling Services](#)
- Parent, Student, and Teacher Meetings are very important to schedule and attend if you have questions or need support. Dana Mendez, School Counselor gave some information about accessing support, requesting translation support, and feeling safe and welcome reaching out to teachers or counselors for help.
- [Si necesita ayuda en español, llama o manda un text a Dana \(760\) 666-4606 o Monica \(707\) 800-6144](#)

Input/Questions:

Dana Mendez, Counselor added that students are advised to reach out to the person they feel most comfortable with and to contact a counselor for additional support if needed.

VIII. Graduation Requirements

- [Graduation Requirements Courses and Tracks](#)
- [Graduation Resources](#)
- Graduation Requirements are listed on our school website and any support or questions you need answered can be found on the links that are included on the agenda. And, there is a graduation requirement page on the school website. Your teacher is available to meet with you to talk about your graduation requirements and the school counselors are also available to answer any questions you may have.

Input/Questions:

Dana Mendez, School Counselor added that the counseling department is working on having students complete a resume as part of their graduation requirements. Currently, students are prompted to complete the resume; however, there is little follow through. Counselors are brainstorming how to encourage students to complete the resume. Jeremy Frost, Accountability, Assessment and Data Specialist added that Naviance has a resume and career component. And, perhaps Naviance lessons could be assigned to students.

IX. Upcoming Meetings

- November 14, 2024 (EPAC Info, ELAC Info, School Safety Plan; [Uniform Complaint Procedures](#); Communication with Teachers, School Staff, School Counselors, and Administration; [Graduation Requirements](#), The Importance of Course Completion/Attendance, [Interventions/Support and Counseling Services](#), Translation Needs and Services)
- December 11, 2024 (LCAP Input Survey, [School Accountability Report Card Update](#), [English Learner Master Plan](#) input, Adult School Opportunities for students and parents, [Counselor Website and Webinars](#))
- February 5, 2025 (LCAP Input Survey Results, Comprehensive Support and Improvement [CSI], [Testing](#), [Counselor Webinars](#))
- March 19, 2025 (LCAP Input/CSI, [Testing](#), [Counselor Webinars](#))
- May 14, 2025 (LCAP Input, LCAP Draft, [Testing](#))

Upcoming Meetings

Next meeting will be on December 11th at 9 am. If the time doesn't work for you, please email mmiller@pathwaysacademy.education

Your participation is greatly appreciated and your input is important to us. A letter for your participation and volunteer hours will be provided at the end of our last meeting in May.

Input/Questions:

Jeremy Frost added that a Student Committee Advocate would also be a recognition for our student committee member.

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Questions: mmiller@pathwaysacademy.education