



**LARAEC Executive Board**

**Minutes- Special Board Meeting**

Wednesday, June 07, 2023

9:00 AM – 12:00 PM

Via Zoom

Executive Board Members in		Point Person Team Members		Staff	
Juan Noguera, Burbank USD	X	Yanira Chavez, BUSD	X	Lanzi Asturias, Project Director	
Veronica Montes, Culver City USD	X	Lynda Farnsworth, CCUSD	X	Dr. Michele Stiehl, Advisor	X
Dr. Katrina VanderWoude, LACCD	X	Dr. Adrienne Ann Mullen, LACCD		Justin Gorence, Advisor	X
Renny Neyra, Los Angeles USD	X	Men Le, LAUSD	X	Kitty Phan, Budget Analyst	X
Dr. Angel Gallardo, Montebello USD	X	Benedetta Kennedy, MUSD		Teresa Plaza, Secretary	X

<b>1</b> <b>Call to Order</b>	<p><b>1.1 Pledge of Allegiance</b></p> <p>a. Dr. Gallardo called the meeting to order at 9:05 AM. Ms. Neyra was not present yet.</p> <p>b. Mr. Gorence led the meeting in the Pledge of Allegiance.</p>	Dr. Gallardo
	<p><b>1.2 Adjustments to the agenda – The Board President will announce any requests for adjustments to the meeting agenda</b></p> <p>a. Dr. Gallardo requested that the agenda be adjusted so they can announce Ms. Neyra as the new LAUSD board member when she joins the meeting.</p> <p>b. There were no other requests to adjust the agenda.</p> <p><b>1.3 Approval of the agenda</b></p> <p>a. Ms. Montes motioned to approve the agenda and Dr. Gallardo seconded.</p> <p>b. The board voted unanimously to approve the agenda. Ms. Neyra was not present.</p> <p><b>1.4 Items for future agendas</b></p> <p>a. Dr. Gallardo recommended to have this discussion at the end based on the items they discuss today.</p> <p><b>1.5 Approval of the Minutes: Regular Board Meeting: May 17, 2023</b></p> <p>a. Dr. Gallardo clarified that there was a software error rendering the meeting unplayable, so the minutes represent a summary of each agenda item.</p>	

	<ul style="list-style-type: none"> <li>b. Ms. Montes moved to approve the minutes. Dr. Gallardo seconded.</li> <li>c. The board voted unanimously to approve the minutes. Ms. Neyra joined during the agenda item, but did not vote.</li> <li>d. Dr. Gallardo announced that Ms. Neyra was approved yesterday by the LAUSD board and they are excited to have her with them. <ul style="list-style-type: none"> <li>i. Ms. Montes welcomed and congratulated her.</li> <li>ii. Ms. Neyra said she looked forward to their continued work. She talked about expressing all the benefits and advantages of working in a consortium to the LAUSD board last night.</li> <li>iii. Mr. Noguera and Dr. VanderWoude also congratulated her.</li> </ul> </li> </ul>	
<p style="text-align: center;"><b>2</b> <b>Public Comment</b></p>	<p>Mr. Gorence said there was no public comment at this time over chat or Zoom. He asked the district representatives if there was any in-person public comment and there was not.</p>	<p>Dr. Gallardo</p>
<p style="text-align: center;"><b>3</b> <b>Information/Discussion Items</b></p>	<p><b>3.1 Review expected annual tasks for 2023-2024 school year</b></p> <ul style="list-style-type: none"> <li>a. Dr. Stiehl the board’s previous requests for documents to supplement their discussion today. She noted the full documents would be in their board packet. <ul style="list-style-type: none"> <li>i. Mr. Gorence introduced a document created by former director Mr. Asturias about how they articulate with state compliance.</li> <li>ii. Dr. Stiehl also summarized the staff activities and foreseen activities by job description, as well as upcoming LARAEC projects. They are divided into different silos by activity type: LARAEC management, member district events and activities, APT’s. Then they also have their annual plan and 3-year plan activities.</li> <li>iii. They also put state-level activities with CAEP in as well.</li> </ul> </li> <li>b. The next document involved them looking through recordings and figuring out what tended to be recurring board activities and items on a monthly basis.</li> </ul> <p><b>3.2 Review current job description, roles, and responsibilities for LARAEC staff positons</b></p> <ul style="list-style-type: none"> <li>a. Dr. Stiehl introduced a document with LARAEC job descriptions for staff positions, all pulled from and defined by the bylaws.</li> </ul> <p><b>3.3 Review of LARAEC bylaws as they relate to hiring of staff positions.</b></p> <ul style="list-style-type: none"> <li>a. Dr. Stiehl explained that there are a few other bylaws sections that deal with LARAEC staff which they pulled out for ease of reading.</li> <li>b. Dr. Gallardo thought it might be a good segue to deciding what to do. He noted that in previous board meetings there was a desire to</li> </ul>	<p>Mr. Gorence Dr. Stiehl</p>

review the bylaws and bring the bylaws in line with what the board's conception of the consortium and roles within it should be. His desire is to be very transparent and clear with future generations of boards. He thinks they should look at the information they have, see if they want to retain the structure as is, and then discuss steps going forward to alter the structure.

- c. He believes they should decide as a board what they would like to see in the position, then once they decide how to align the position to that, it would require rewriting the bylaws, accept the bylaws and vote on the bylaws. They would then update the LAUSD human resources division.
- d. He would go along with what the majority of the board wanted.

**3.4 Discussion of process to hire a new LARAEC Project Director (including posting, interview process, and selection)**

- a. Ms. Neyra noted that she and Dr. Gallardo had previously had a discussion about the issue where she explained that the position needed to be filled by July 1. She said they were also clear that things should stay as they are since it will take a long time to hire someone. Obviously the board will have input. But if the funding is pulled, they're still LAUSD employees. So the LAUSD description will continue, and it has to be filled by July 1, so that's why it was posted.
  - i. Ms. Montes noted that at our last meeting she thought it was decided that they would use this meeting to discuss that process, and she was not clear from last meeting that the description would be posted. Audio was slightly garbled, but Ms. Neyra seemed to say something about not being able to speak at last meeting.
  - ii. Dr. VanderWoude also said she was not clear at the last meeting whether it would be interim coverage. She asked what the process was to get interim coverage first and then to move to a permanent position. Ms. Neyra said the board had decided on not having an interim position. Dr. Gallardo said that was not his impression. His understanding, though he missed a meeting, was that there was going to be an interim. He said that since he and Ms. Neyra were not there, the other three board members would have to confirm. Ms. Neyra added that she was there, but was not allowed to speak.
- b. Ms. Neyra said that what was communicated via email is very different from what is being said now, and that is concerning to her. Because she explained everything in writing over email.
  - i. Dr. Gallardo said that he was told about the historical background of the position and that the previous person was given the position without a background in administration, which Ms. Neyra said was incorrect.
  - ii. Dr. Gallardo said he was concerned with the qualifications, that they were not accurate, and perhaps should not be just 1 year. Ms. Neyra said that is why they left it as is. She expressed that they have to have administrative experience, especially being the program director, so she suggested they leave it.

Dr. Gallardo  
and Executive  
Board

	<ul style="list-style-type: none"><li>iii. Dr. Gallardo suggested the position should have 3-5 years experience, and Ms. Neyra reiterated that the 2 years on the job description are the LAUSD job description because they are LAUSD employees at the end of the day. She now has to find a position for that person, so it has to follow what all the other job descriptions are. They are her employees, though they do not work for her. If LARAEC pulls funding, she has to find a position to them and slot them in somewhere as an administrative role.<ul style="list-style-type: none"><li>1. She asked them to keep in mind that at the end of the day, she has to keep them unless their performance is poor if LARAEC pulls funding. So even though the funding is different, they still have to use the job description for an LAUSD administrator's role.</li><li>2. She added that people needed to have the chance to apply to be filled by July 1.</li></ul></li><li>c. Dr. Gallardo noted that he has been in education administration in California for a long time, and that as administrators, every year they know that they may not have a job. so he understands Ms. Neyra's concern for this. But each one holds 20 percent of the decision making process on the LARAEC board. He understands that the person has to be an LAUSD employee, but that they need the job description to be very specific to LARAEC's needs.<ul style="list-style-type: none"><li>i. Ms. Neyra said it is not about changing the LARAEC job description, it's about the 2 years of administrative experience required by LAUSD administrative experience. Dr. Gallardo thought the dialogue they are currently having needs to be had with the rest of the board. He thinks they need to come up with that new description. What he hears is that she is in charge of this, and she is not; she is only 20% of the decision.</li><li>ii. Ms. Neyra said she is not in charge and she would always defer to the board. They are not talking about the interview process or selecting someone. They are just talking about the job description right now which she thought was very clear when they spoke.<ul style="list-style-type: none"><li>1. She is offended that they would think she is trying to exercise any undo or outsized influence after the short time that the board has known her.</li></ul></li><li>iii. Dr. Gallardo felt that the more he hears the more alarmed he becomes but he has only 20% say in this.</li></ul></li><li>d. Dr. VanderWoude asked when the position was posted or filled before, what the minimal requirements were and what's changed. She noted the community college will frequently post minimum requirements, then elaborate on those and have preferred qualifications.<ul style="list-style-type: none"><li>i. She apologized if she missed something, but did not recall if they definitively decided not to have an interim position. Her understanding was for today, they knew they would have Dr. Gallardo and Ms. Neyra back.</li><li>ii. Ms. Neyra clarified that the description had been rewritten by Mr. Asturias to ask for 1 year of experience. Her HR department had asked if the description would be changed,</li></ul></li></ul>	
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and Ms. Neyra clarified that they were not changing the description. She then added that she was not aware it had been posted until days later, but it was the same description as before.

- iii. Dr. VanderWoude suggested she usually goes back to EdCode, and maybe Mr. Asturias was trying to follow code. Ms. Neyra suggested maybe he was doing it to try to allow more people to apply.
- e. Mr. Noguera believed that everybody here is trying to move the consortium to the larger goal of helping their students and community. If it's only the job description being talked about, it was decided they could go forward with the process.
  - i. He asked how important going from 2 years to 1 year is; he does not believe it will seriously impact whatever they are doing, as long as it's the right person.
  - ii. He would hope they can come together to see if the issue can be fixed and move forward, and find a way so it doesn't happen again and they can communicate better.
  - iii. He added that Dr. Gallardo said he was going to monitor the process, but Mr. Noguera did not know how much he was involved in that. He thought they should try to define the specific issue at hand and whether they can hire someone interim or have to hire someone permanently.
- f. Dr. Gallardo concurred that they need to move forward. He thinks that Ms. Neyra is correct that they should have 2 years on there, and he apologized if he had been misunderstood. The difficulty with the job description, it is connected with their bylaws. He thinks they need to clarify that the authority of the hiring process is with the LARAEC board, or at least with the selection process. And the bylaws need to reflect that. But job descriptions can be added to or subtracted from. And if they don't clarify this now, it is going to be a problem later.
  - i. He thinks they are having a professional discussion to avoid problems for future generations of boards.
- g. Ms. Montes gave context: when Mr. Asturias was hired, it was a coordinator position and it was not admin-level. In the middle he was made an administrator for that position. So the initial posting didn't ask for administrator experience. She thinks they are talking about minimum qualifications, so they idea of leadership experience vs. administrative experience.
  - i. If every job description asked for 2 years of administrative experience, no prospective administrator starting out would ever get a job. There may be other consortium leaders that are not set up in administrative positions, whereas LARAEC is the largest in the state.
  - ii. She says when she was first hired as an administrator at LAUSD, she didn't have that level of experience. So they want to look at what LAUSD requires for minimum experience and what the state requires. Dr. VanderWoude said that is exactly what she was referring to. Ms. Neyra stated that Ms. Montes was incorrect.
- h. Ms. Neyra clarified that when Mr. Asturias was hired it was a specialist position. At that time he did not meet the 2 years experience needed for the coordinator's position. THEN he went into

the coordinator position. This position, a higher-level one, requires two years of experience.

- i. Ms. Montes said that when he was a specialist, the board agreed to lift him up to the coordinator position. It wasn't that the position changed with a new posting for him, he was reclassified after the fact.
- ii. Ms. Neyra added that the reclassification was also done for a variety of reasons including bargaining issues.
- i. Dr. Gallardo said that the job description is a reflection of the bylaws, so moving one will change each other. So the question at hand is to look at the minimum qualifications, and if there is no problem they are looking at the job description and saying they like this. Then they are discussing how to move forward with the interviewing and selection process. So they need to ask if they want to move forward with this description.
  - i. Dr. VanderWoude thought it would be helpful to know the minimum qualifications per EdCode and how LAUSD goes about its hiring. She gave the example that EdCode for community colleges is 1 year experience which can be an internship and a master's degree. Even if they find out that EdCode has a minimum of a year, that might not be best practices for LAUSD.
  - ii. Ms. Montes noted that the description refers to 2 years of "leadership", and she would be fine with that as a minimum requirement.
  - iii. Dr. VanderWoude asked if there was a way to determine the difference between "Administrative" and "Leadership" experience at LAUSD. Ms. Neyra said that if you were looking for someone to lead people, you generally want an administrator. Dr. Gallardo said that he has plenty of people acting as leaders that are not administrators, so he would agree with Ms. Montes' suggestion to specify 2 years of leadership OR administrative experience.
- j. Dr. Gallardo noted that Ms. Neyra was previously talking about the bargaining unit administrators have, and that they need to not fall under those two or so units. He added that LARAEC is such a unique organization that it would be hard (but not impossible) for someone not coming up through it to have or obtain the necessary experience to keep on top of all their activities and reports. So he agreed with asking for 2 years of leadership or administrative experience.
  - i. Ms. Neyra noted that there are different levels of "leader" and "administrator", and even a teacher who is in a leadership role does not have the necessary experience for administration: dealing with budget, etc.
  - ii. Ms. Montes said she's clear about what the role has, as well as the difference between school-site and district-level administrative support.
  - iii. Dr. VanderWoude noted that a lot of administrative prep programs use "leadership", though the unions might use different and more specific nomenclature. She thinks "Leadership" is all-encompassing for what they're looking for, and it's a more inclusive term.

- iv. Dr. Gallardo noted they can specify a post-graduate degree. He thinks he is now seeing three of them that have “leadership” in place with the possibility a preferred post-graduate.
- v. Dr. Noguera thought, if someone has two years of administrative experience, they probably have two years of leadership experience. If they have two years of leadership experience, they most likely have a post-graduate certification. He thought they could keep it simple by putting it as “2 years administrative experience”. He asked if this discussion was to go back to change things, or to change things moving forward in the future.
  - 1. Dr. Gallardo recommended that once they are in consensus about what they want to do, they change the bylaws which will then trigger a change in the job description so HR will have to resend it.
- k. Ms. Neyra noted that the difference between a “leadership” position and “administrative” position is salary. They can downgrade the position if they want to, but then the candidates will not be as high-calibur.
  - i. Dr. Gallardo said he did not agree with her rendition. Ms. Neyra said it is a fact of LAUSD and EdCode. Dr. Gallardo then thought they would need to get copies of those contracts.
  - ii. He said that a person could apply for a job meeting the qualifications and the pay would be aligned to that new job. Ms. Neyra noted that someone could have administrative credentials but no experience. She disagreed, but did agree with Mr. Noguera about administrative experience encompassing leadership and post-graduate certification. She thought they were wasting a lot of time discussing the job posting.
- l. Dr. Gallardo thought they needed to decide today whether they update the bylaws and what they expect.
  - i. Ms. Neyra noted they could interview the candidates and still revise it and repost it. It was flown, people have applied, HR has cleared them or not. They could schedule the interviews, make a determination, and if none of the candidates seem suitable, they can refile it.
  - ii. Dr. VanderWoude said that the conversation also comes back to who could have had access and who could have applied, and she is trying to keep an equity lens on the issue. She would prefer to start fresh and interview the candidates.
  - iii. Ms. Neyra noted that they still need to fill the position by July 1. Dr. VanderWoude thought they might be reaching the point where they just have to make a decision based on their values and best judgment.
- m. Mr. Noguera heard that they can do three things: change the bylaws right now and include what everyone wants to include and refile the position. Two, interview the people who have already applied, and if they find one they like, let’s move forward with that one. But he appreciates the issue of equity; if they apply what they’ve been talking about here, they might get a good candidate. Last, if they

select somebody, they can move forward with that candidate AND then change the bylaws.

- n. Ms. Montes would ask Ms. Neyra if it's possible if the leadership vs administrative bit is able to be added to the description. She understands about interviewing the people but recognizes an equity issue there. She does not see the need for the bylaws because the job descriptions are exactly the same.
  - i. She thought there could be an evaluation component moving forward to evaluate a candidate, perhaps as part of a closed meeting session. She would like to know if there's a way the coordinator position could be changed and opened up.
  - ii. Ms. Neyra said it cannot for that level and salary based on HR and the bargaining, noting this position has always been administrative and must be considered at that level.
- o. Dr. VanderWoude thought they were weighing in one by one. Dr. Gallardo asked Ms. Montes if she was finished with her comment and she was. Dr. VanderWoude commented that she completely understands there might be great candidates already in the pool, at the same time, she is hearing people saying they didn't know the position was being posted in the first place.
  - i. There would have been more of a time lag in the first place. She understands that the position must be filled by July 1, but they didn't know it was being posted in the first place. She thinks if the position has to be reflowed, it wouldn't necessarily impact people already in the pool negatively.
  - ii. She thinks that the decision at hand could impact things for 5-6 years, so they might not want to wait on bringing an equity lens to the issue now.
- p. Ms. Neyra clarified that the reason for the July 1st deadline is because it is the start of planning for the new school year. All positions, realignment, will be filled. These candidates will most likely have other prospects and may accept a job somewhere else, especially as the new school year gets closer. So they could lose really good candidates that have applied.
- q. Dr. Gallardo summarized the discussion: that they would like LAUSD HR to provide contracts or EdCode or board policy about the qualifications. He also heard from 3 of us that they would like to modify the job description and/or bylaws to include 2 years of leadership or administrative experience possibly with a postgraduate degree. He also heard that they would like to modify the bylaws for LARAEC to be included in the interview process and to introduce an evaluation component. He also heard two people say they want to move forward with the interviews.
  - i. Dr. VanderWoude asked for clarification about what they are deciding on. Ms. Montes thought it would be helpful if Dr. Gallardo made each statement or clause one at a time for ease of understanding.
- r. Dr. Gallardo gave the first point, about the current job description, and possibly modifying it to include leadership experience.
  - i. Mr. Noguera said, saying 2 years experience, can they include post-graduate degree with the "leadership" experience component. Dr. Gallardo noted anyone who applies currently



would have to have an administrative credential but not necessarily experience.

- ii. Mr. Noguera asked how long it would take to change the bylaws, change the job description, repost the job position, and interview? They need to look at the timeline to see if that's something they can move forward with.
- iii. Ms. Montes suggested "with no fewer than 2 years of leadership experience".
- iv. Dr. VanderWoude said if the administrative credential is automatically required, it should be listed. If it's a minimum qualification that should be listed. I also concur with leadership.
- v. Ms. Neyra said that due to the salary range of this position, it cannot say only leadership. Also, if they downgrade this position, as a supervisor position, they will have to downgrade the others. If they will make it "leadership", then the salary changes. Dr. Gallardo would like to have background about it. Ms. Neyra said, with all due respect, that she has been an administrator for 30 years. Dr. Gallardo requested whatever documentation that the district has about the subject because his experience or knowledge is different. He intended no disrespect to anyone's experience.
- vi. Mr. Noguera asked if the candidates would have to have the two years' experience, which Ms. Neyra confirmed.
- s. Dr. Gallardo noted that the next item was whether they wanted to state a preference for a post-graduate degree. The current job description already indicates a post-graduate degree.
  - i. Dr. VanderWoude agreed that they do not have to address that.
- t. Dr. Gallardo recommended for the last point to place an interim person, perhaps a LARAEC staff member, to give them time to have a longer process and update the bylaws. He thought they would talk about wanting the interview option, to interview the existing pool.
  - i. Dr. VanderWoude thought they would have to make decisions about these other issues before interviewing and would not be in favor of interviewing.
  - ii. Mr. Noguera would like to see the candidates and an idea of what they bring to the table. If they decide to reify the position, they can at least get a sense of what's out there.
  - iii. Ms. Montes agreed with Dr. VanderWoude that they should have answers to the issues they're discussing and hold off on interviewing.
  - iv. Ms. Neyra did not agree with not interviewing. If they change the position by adding "leadership", it will be a change in salary and the pool of candidates. July 1, we will have a lot of directors out of work because of the realignment. They will no longer have access to those candidates if they change the position.
    - v. Dr. Gallardo agreed to get more answers before interviewing.
- u. Dr. Gallardo said the next issue would be rewriting the bylaws to have LARAEC in the interview process. He would recommend having at least 3 LARAEC board members as part of the interviewees.

- i. Ms. Neyra asked if that was not already in the bylaws. Dr. Gallardo noted that there was a big difference between giving input as part of the process and the hiring authority, which should be a LARAEC board decision to select.
- ii. Ms. Neyra noted she did not think the LAUSD board would permit that. Dr. Gallardo clarified that the bylaws need to be changed to ensure that whatever hiring decision the LARAEC board makes shall be honored by the representative of the district of record. Ms. Neyra reiterated that the employee would still be technically an employee of a member district, and did not think LAUSD would agree to their hand being forced by other districts. She was not sure if it is legal. Dr. Gallardo thought they may need to consult legal counsel; Ms. Neyra said all of this would have to go back to the bargaining unit.
- iii. The minute they become LAUSD employees, they are entitled to the benefits of that contract and bargaining unit. Just because LARAEC is funding it, doesn't mean it has to honor that contract.
- iv. Dr. Gallardo did not think that the LARAEC board coming to a decision and having the LAUSD member execute it is violating any process. He also thought that trust is a two-way street.
- v. Ms. Montes read from the bylaws, which said that the employee must conform to the hiring process and will be the employee of the district of record and that the LARAEC board may provide input on hiring so long as such comments are made in compliance with the Brown Act.
- w. Dr. VanderWoude asked about his initial question, about having LARAEC board members on the interview process. Dr. Gallardo clarified that he would like 3 LARAEC members in the interview process. She was also concerned that if they have LARAEC members on the hiring committee, who then make a recommendation to LARAEC, that they're just approving themselves.
  - i. Once a hiring decision is made by LAUSD, what happens after that? If I understand it to be a fiduciary relationship, the actual approval of the candidate is done by LAUSD.
  - ii. Dr. Gallardo agreed, but wanted LARAEC board members to be part of the interview process. Dr. VanderWoude said at the same time, if they're part of the process which is participatory in nature, there might not be total agreement. If it is an 8-member panel and 3 members are LARAEC, they cannot dictate the ultimate result but are getting their input in.
  - iii. Dr. Gallardo thought it should be the decision of the board to select. Dr. VanderWoude said, as soon as they are in agreement that it's an LAUSD selection process, she does not believe they would be able to dictate the committee's choice.
  - iv. Ms. Neyra added that no committee chooses. The administrator chooses. They hold a committee, score or evaluate somehow, and then at the end the selection is by one person. She always goes with the team's decision.
  - v. Dr. VanderWoude asks if the committee could produce finalists which are then selected from. Ms. Neyra agreed. Dr.

VanderWoude reiterated that then producing the finalists would allow for a definitive list being provided to the hiring entity. Ms. Neyra added that they can determine how many of their people could sit in on the interview. Dr.

VanderWoude said she does not want to have unreasonable.

- x. Dr. Gallardo thought if the president and Ms. Neyra attend the interview process, they can trust it and move forward. Ms. Neyra said they usually have one representative in the process from the entity, but they could have multiple LARAEC members if it makes people feel comfortable.
- y. Dr. Gallardo further clarified the process and that they would like to change the bylaws to have an evaluating process in closed session according to the Brown Act. He summarized the decisions of the group so far on the various issues discussed so far. He thought they may need to call for another meeting.
  - i. He added that he needs to understand the minimum qualifications according to LAUSD contracts and EdCode. He would like clarification about why that would change the position.
  - ii. Ms. Montes added that if they can't do it and it would drop the salary, that would be helpful to know. Ms. Neyra explained that specialist and coordinator positions are paid at much different rates, and she can explain them. She thought it would also probably have to go through the Freeze Committee if it changes, and they will most likely not let it through. She said that there were some positions that, full disclosure, were flown incorrectly and did not make it through Freeze. It will probably also be months added on if they try to fight it.
  - iii. Dr. Gallardo asked if the position could be flown through LACCD. Dr. VanderWoude added that she is not in HR or their personnel commission. Sometimes they can create a special fund position if it's being paid by grant money. She thinks an assessment would be needed, but it would most likely not be able to be done in days or a few short weeks.
- z. Dr. Gallardo thinks if they cannot get clarification in a week or so, they may just need to go about changing it anyway. He thought something they need to consider is providing the interim perspective in the short term. Ms. Neyra thought they just need to make a decision, and that prolonging it is detrimental to their work.
  - i. Dr. Gallardo thought that he has understood more and more over the past few months is he has to understand the legal framework and issues in order to plan for the future. Right now, he is only hearing it for the first time that a district has this level of complexity for administration.
- aa. Dr. VanderWoude thought the conversation they're having seems longer than they have time for. What would the process look like to provide interim coverage while they deal with this over the next several weeks? What can that still look like?
  - i. Ms. Neyra noted that an interim would have to get paid, and they would have to have a position created for that. And putting them into the position would mean taking them out

	<p>of another position. Ms. Neyra can find out if there is a process for creating interim positions.</p> <ul style="list-style-type: none"> <li>ii. Ms. Montes noted that LARAEC staff are already doing all the work in the office, and Ms. Neyra would be the one responsible for signing off on that stuff that needs that kind of signoff. Right now, I think it would be too difficult to create an interim position.</li> <li>iii. Ms. Neyra noted that maybe there was a way to ensure interim coverage.</li> </ul> <p>bb. Mr. Noguera said it is unfair to LARAEC staff to put more on their plate, and the more they delay this process the more they are putting pressure on an individual acting as a project director.</p> <ul style="list-style-type: none"> <li>i. Mr. Gorence said they serve at the pleasure of the board, and they will do their best to support and complete the necessary activities.</li> <li>ii. Dr. Gallardo thought the consensus of all of them was to let the board know if the work becomes unbearable and then they will do everything they can to expedite the process.</li> </ul> <p><b>3.5 Discussion of timeline and actions related to hiring a new LARAEC project director</b></p> <ul style="list-style-type: none"> <li>a. Covered in previous agenda items.</li> </ul>	
<p><b>4</b> <b>Public Comment</b></p>	<ul style="list-style-type: none"> <li>a. Item was addressed after item 5. No public comment.</li> </ul>	<p>Mr. Asturias Dr. Stiehl Mr. Gorence</p>
<p><b>5</b> <b>Action Items</b></p>	<p><b>5.1 Approve LARAEC 2023-24 Board Meeting Calendar</b></p> <ul style="list-style-type: none"> <li>a. Dr. Gallardo reminded the board that they decided to meet every month, but that they will cancel meetings if they are not strictly necessary for deadlines.</li> <li>b. Dr. Stiehl clarified that they changed one meeting date because it fell on Juneteenth.</li> <li>c. Ms. Montes moved to approve the calendar, and Dr. Gallardo seconded.</li> <li>d. The board voted unanimously to approve the calendar.</li> </ul> <p><b>5.2 Approve the process of hiring a new project director, establishing how the board will work with the district-of- record.</b></p> <ul style="list-style-type: none"> <li>a. Dr. Gallardo noted that they are postponing that until next meeting. He asked for the motion.</li> <li>b. Ms. Montes moved to postpone 5.2 and 5.3 until they have more information to the next meeting in June. Dr. Gallardo seconded.</li> <li>c. The board voted unanimously to postpone items 5.2 and 5.3.</li> <li>d. Ms. Neyra noted that she just got clarification that non-administrators cannot supervise LARAEC staff, noting that she could be grieved because the board has asked the staff to take on more</li> </ul>	

duties outside their normal scope. And that it can come from anyone, not just Dr. Stiehl and Mr. Gorence since this is a public meeting. Dr. Gallardo said he can review the list of items for activities that need to be done in June and July. He is trying to discern what they would be doing that might lead to a possible grievance.

- e. Ms. Neyra clarified that Alice could bring a grievance, not that she necessarily would.
- f. Ms. Montes thought they should just need to figure out the information on the positions and they can move forward. Ms. Neyra just thought it's been months and they keep pushing this item along.
- g. Dr. Gallardo asked Dr. Stiehl and Mr. Gorence if there is anything that needs to happen in June or July that they would not be doing as part of their regular role.
  - i. Mr. Gorence said they can continue to do their daily activities, but there are supervisory parts that they cannot do.
  - ii. Dr. Stiehl elaborated and clarified, saying there are fiscal decisions that they don't work with typically. And anything that requires a signature, etc. Periodically other staff also bump into more issues that work more with Mr. Asturias' activities. A lot of stuff is falling onto Ms. Phan as well since Mr. Asturias is not here.
- h. Dr. Gallardo asked who was doing the signing, etc. currently and Dr. Stiehl clarified that Ms. Le is signing off on them currently.
  - i. Dr. Gallardo said that right now he does not have an answer to this complexity right now.
- i. Mr. Noguera asked what they need to do to add an interim, asking if they have to see a pool of people.
  - i. Dr. Gallardo said that he does not think that is possible in LAUSD because it would be pulling them out of a job. Ms. Neyra clarified that an interim would have to be paid, and it's the timing of the matter where so many changes are occurring and positions are being flown. They are talking job security, so they would be asking somebody to do additional work to not move them from their position.
- j. Dr. Gallardo noted that the dialogue and their ability to tackle difficult situations in this group is a good thing. He would not object to Ms. Le doing this until they settle it. Ms. Neyra said that she doesn't have to be moved from the position she's in to keep everything moving for now.
  - i. Dr. Gallardo thought they should resolve this within a week or so and then move forward. Ms. Neyra thought she was not trusted based on the conversation today, or her answers were not. Dr. Gallardo did not want her to take it that way, and reiterated that he wanted more context.
- k. Ms. Montes said that her understanding is the 4 LARAEC staff will continue to do what they've been doing. She is concerned that Mr. Asturias has spent so much time prepping her. Ms. Neyra clarified that she never said that Mr. Asturias was. Ms. Neyra asked what the problem was if Dr. Stiehl and Mr. Gorence said everything was running fine.
  - i. Ms. Montes asked if Ms. Neyras was saying that an LAUSD Point Person was sitting in the LARAEC office (Ms. Le), which

	<p>Ms. Neyras confirmed, noting she had nothing to do with Ms. Le. Ms. Neyras clarified that since LARAEC is running smoothly, Ms. Le is not being given additional responsibilities.</p> <ul style="list-style-type: none"> <li>l. Dr. Gallardo thought he was hearing they need no current modification to the process. He asked if there was any level of urgency to meet before the next meeting on June 21.</li> <li>m. He went back to the section on Public Comment, having skipped it for this section. There was none.</li> </ul> <p><b>5.3 Approve timeline and actions related to the hiring of a new LARAEC project director</b></p> <ul style="list-style-type: none"> <li>a. Item postponed.</li> </ul>	
<p><b>6 Announcements</b></p>	<p><b>Next Board Meeting: June 21, 2023</b></p> <p><b>Location(s): District teleconferencing locations and Zoom</b></p>	
<p><b>7 Adjourn</b></p>	<p>Dr. Gallardo adjourned the meeting at 11:47AM.</p>	