



**SYLMAR BIOTECH HEALTH
& ENGINEERING MAGNET**

"Fostering Innovation and Imagination"



LAUSD
UNIFIED

**Los Angeles Unified School District
Sylmar Biotech Health & Engineering Magnet
Local School Leadership Council (LSLC)**

Meeting #1 Agenda

September 24, 2025

3:40 PM

In-person Meeting Location: Room 80

Zoom Link: <https://lausd.zoom.us/j/4892754686?omn=84626873829>

Agenda Items		Notes								
Welcome/Call to Order		Ms. Herrera called the meeting to order at 3:41 PM								
Public Comment		No public comment								
Roll Call <table><tr><td>☒ Maria Herrera- Principal</td><td>☒ Brenda Rodriguez- Chapter Chair</td></tr><tr><td>☒ Jessica Perez- Classified</td><td>☒ Susana Rafael- Teacher</td></tr><tr><td>☒ Veronica Calvillo- Parent</td><td>☒ Miriam Cruz- Teacher</td></tr><tr><td>☒ Valeria Tello- Student</td><td>☒ Alejandra Warner- Teacher</td></tr></table>		☒ Maria Herrera- Principal	☒ Brenda Rodriguez- Chapter Chair	☒ Jessica Perez- Classified	☒ Susana Rafael- Teacher	☒ Veronica Calvillo- Parent	☒ Miriam Cruz- Teacher	☒ Valeria Tello- Student	☒ Alejandra Warner- Teacher	All members are present
☒ Maria Herrera- Principal	☒ Brenda Rodriguez- Chapter Chair									
☒ Jessica Perez- Classified	☒ Susana Rafael- Teacher									
☒ Veronica Calvillo- Parent	☒ Miriam Cruz- Teacher									
☒ Valeria Tello- Student	☒ Alejandra Warner- Teacher									
New Business (**Action Item, if item requires a vote)										
- Set monthly meeting dates and times** - Proposal: - Mondays and Tuesdays- Cruz - Tuesdays and Thursdays- Rafael, Warner - Tuesdays seem to be a common theme		Ms. Warner proposed the first Tuesday of every month. It was seconded by Ms. Cruz. 8 Ayes, 0 Nos, 0 Absentations. The motion passed. The subsequent meetings will be: - October 14th at 3:30 PM - November 4th at 3:30 PM - December 2nd at 3:30 PM								
- Set Professional Development through October** PD Proposals/Brainstorm: - PBL for the next two weeks - SLOs, Vision, and Mission Revisions - Student Data Dive, Intervention Strategies/Referral Process - EGI - Suicide Awareness (Should it be as a faculty meeting or as a PD?)- PD		Ms. Rafael proposed prioritizing PBL on 9/30 and 10/7. Ms. Warner seconded it. 8 Ayes, 0 Nos, 0 Absentations. The motion passed. Ms. Herrera proposed focusing the 10/14 PD on revising the SLOS, Mission, and Vision. Ms. Warner seconded it. 8 Ayes, 0 Nos, 0 Absentations. The motion passed. Ms. Rodriguez proposed focusing the PD on 10/21 on data analysis, intervention strategies, and the student referral process. Ms. Herrera								

Link: Official PD Calendar	seconded it. 8 Ayes, 0 Nos, 0 Absentations. The motion passed. Ms. Herrera proposed that the 10/28 PD focus on the district PDs (Safe School Plan and Suicide Awareness). Ms. Rafael seconded. 8 Ayes, 0 Nos, 0 Absentations. The motion passed. The Official PDs Through October: • 9/30/25: PBL Planning • 10/7/25: PBL Planning • 10/14/25: SLOs, Vision, and Mission Revisions • 10/21/25: Student Data Dive, Intervention Strategies/Referral Process • 10/28/25: Safe School Plan & Suicide Awareness
• Special Schedule ○ Great Shake Out– Oct. 16th** ■ Proposal- Swap the Thursday schedule with the Monday schedule ○ Student Learning Conferences (Oct. 15th– 5:00 to 7:00 PM) ■ We will use Spartan Hall, and all staff members will have a table inside, allowing parents and students to communicate with them. ■ Advisory lessons the week before will be focused on the SLC reflection form. ○ PSAT (Oct. 22nd) ■ There will be no bell schedule change if we can accommodate all sophomores in room 86. ○ Halloween Events (After School): ■ Monster Mash– Oct. 28th in Big Gym ■ Haunted House–Oct. 28th in Small Gym (Approved by Charter) ○ Student of the Month** ■ Students would be nominated by their teachers by grade level, and the gifts would be raffled off among those listed students every month. Everyone can get a	Ms. Rafael proposed changing the schedule on 10/16 to limit loss of instructional time. Ms. Cruz proposed swapping the Thursday block schedule with the Monday 1–6 schedule. Ms. Warner seconded. 8 Ayes, 0 Nos, 0 Absentations. The motion passed. The official Great Shake Out schedule will be: • Monday, Oct. 13– 4, 5, 6, H • Tuesday, Oct. 14– PD Schedule • Wednesday, Oct. 15– 1, 2, 3, H • Thursday, Oct. 16– 1–6 • Friday, Oct. 17– Minimum day Ms. Tello proposed adding a Student of the Month system to honor students who follow our CHERP values and best represent our school. Ms. Herrera seconded it. 8 Ayes, 0 Nos, 0 Absentations. The motion passed.

certificate. Students will be selected in PD (an email will be sent beforehand to initiate brainstorming). ○ November Turkey Bowl** ■ Turkey Bowl on Nov. 19th ● ASB will be in charge of the games ■ Schoolwide Arts & Crafts on Nov. 20th	Ms. Rafael proposed holding a Turkey Bowl in November, before the Thanksgiving break. Ms. Rodriguez seconded it. 8 Ayes, 0 Nos, 0 Absentations. The motion passed. Advisory Calendar Updates: ● Nov. 19th– Turkey Bowl ● Nov. 20th– Arts & Crafts
● Creating a Student Referral System Regarding: ○ Attendance ○ Academics ○ Mental Health Proposal: Google Form or Doc.	Tabled until October 14th
● Creating Student Printing Guidelines: (Will work on this on the 14th) ○ Hours of Operation (mornings might be an issue since teachers are trying to print) ○ Copies in color vs. black and white ○ Editing for efficient copy products to avoid waste ○ Proper use of the printer (academic purposes) ● Is there an alternative location where students can print (e.g., the library) or a designated classroom?	Tabled until October 14th
● Proposed Agenda Items for Next Meeting: ○ Student printing guidelines ○ Referral Process	
Announcements/Reminders/Review of Calendar	
● Suicide Awareness tomorrow during lunch in the quad ● Shakey's Night- Sept. 25th (4- 9 PM) ○ Be specific when ordering (say you are there for Biotech) ○ Sylmar Shakey's on Foothill	
Adjournment	The meeting adjourned at 4:44 PM