



Community Advisory Committee

Officers Election Meeting

August 28, 2024
10:00 a.m. – 1:00 p.m.

Notes/Minutes

CALL TO ORDER/WELCOME

Dr. Traci Calhoun, Administrative Coordinator thanked all the officers from 2023-2024. She welcomed Ms. Harman-Holmes to the mic to give greetings and a word of encouragement.

PLEDGE OF ALLEGIANCE

The flag salute was led by CAC members: Ana Carrion and Norma Gonzalez.

Declared All Seats Vacant

Lisa Porter and Dr. Traci Calhoun declared all seats vacant, she also thanked all the outgoing officers they also thanked all the outgoing officers

PUBLIC COMMENTS

The public was allowed a limited time of two (2) minutes per speaker to address the membership. There were 4 non-member who spoke under public comment.

Overview Orientation for CAC Officers

Members' roles and responsibilities and election process and guidelines

Lisa Porter, Senior Parent Facilitator reviewed the member expectations, the importance of attendance, reviewing material prior to the meeting, and when motion is put before the committee that each member consider the motion very carefully before casting a vote. Members were informed about the process that we will conduct a roll call vote to close nominations and to elect an officer. The officer must attend an additional meeting the 4th Wednesday for agenda planning, also On September 4, 2024 training for all officers. She highlighted the importance of serving as an officer and encouraged members to nominate themselves or nominate others. Each candidate will have up to 90 seconds to provide a speech as to why they should be elected.

ROLL CALL/QUORUM

Angie Cardenas, Sr. Parent Community Facilitator conducted the roll call by seating the representatives and then seating the alternates as needed. The quorum was established with **25** members present.

ELECTION PROCESS AND GUIDELINES

Lisa Porter, Senior Parent Facilitator reviewed the election process and the election guidelines. She also quickly restated the officer's role and responsibilities. Ms. Porter explained that with **25** voting members, a candidate for any position must attain **14** votes or more to win, in the event no one candidate receives **14** or more votes their will be a run-off held between the top two candidates with the highest votes.

ELECTION OF CAC OFFICERS

Lisa Porter, the electioneer thanked the outgoing CAC officers once again for their services. She declared all seats vacant again. Ms. Porter reminded the members of number of 25 voting members and in order a candidate to win, they must have **14** or more votes.

Chairperson

The floor was open for nominations for the position of **Chairperson**. Norma Gonzalez and Kristie Lacy were nominated but however they declined.

The following representatives were nominated and accepted the nomination or self-nominated:

	Candidates for Chairperson
1.	Ingrid Levy
2.	Norma Gonzalez (declined the nomination)
3.	Kristie Lacy (declined the nomination)

Lisa Porter asked three (3) times if there are any other nominees, then asked the members for a motion to close and accept the list of nominees for the position of **Chairperson**. Norma Gonzalez made the motion to close and accept the nominees. Ana Carrion second the motion to close and accept. Ms. Lisa Porter asked Ms. Cardenas to conduct a roll call vote regarding the motion.

Motion results were as follows: 23 in favor, 0 against, 0 abstentions and 2 No Responses

The nominee was allowed up to **1 minutes 30 seconds** to give a speech.

Mrs. Porter stated that there were 25 members present and that they needed 14 votes to be declared the winner. Following the speeches, Mrs. Porter informed members that they would be voting for the candidate that they felt would represent them the best. Mrs. Cardenas conducted a roll call vote. Each member voted. The following results occurred:

	Candidates for Chairperson	Number of Votes
1.	Ingrid Levy	23
	No response	2

Ingrid Levy was elected to serve as the 2024-2025 CAC Chairperson.

Vice Chairperson

The floor was open for nominations for the position of Vice-Chairperson. Veronica M. Sanchez was nominated but she declined.

The following representatives were nominated and accepted the nomination or self-nominated:

	Candidates for Vice-Chairperson
1.	Norma Gonzalez
2.	Kristie Lacy
3.	Veronica M. Sanchez (declined the nomination)

Lisa Porter asked three (3) times if there are any other nominees, then asked the members for a motion to close and accept the list of nominees for the position of Vice-Chairperson.

Sara Lucas made the motion to close and accept the names of Vice-Chairperson and Ajah Webb second the motion to close and accept the nominees. Angelina Cardenas conducted a roll call vote. There were 24 members in favor, members against, 0 abstentions and 1 no response.

Each nominee was allowed up to 1 minutes 30 seconds to give a speech. Mrs. Porter stated that there were 25 members present and that they needed 14 votes to be declared the winner. Following the speeches, members voted. Members' votes were tallied. The following results occurred:

	Candidates for Vice-Chairperson	Number of Votes
1.	Norma Gonzalez	9
2.	Kristie Lacy	14
	No response	1

Kristie Lacy was elected Vice-Chairperson to the Community Advisory Committee (CAC)

Student

The floor was open for nomination for the position of Student Officer. Ms. Porter shared the role and responsibilities for this “student only” position.

The following representative was nominated:

Candidates for Student	
1.	Philip Friedlander

Lisa Porter asked the members for a motion to close and accept the list of nominees for the position of student Officer Ana Carrion made the motion to close and accept the nominations. Rachel Milman second the motion. A roll call vote was conducted by Angie Cardenas. There were 20 members in favor, members against, 0 abstentions and 5 no response.

Each nominee was allowed up to **1 minutes 30 seconds** to give a speech. Lisa Porter stated that there were 25 members present and that they needed 14 votes to be declared the winner. Following the speeches, members voted. Members' votes were tallied. The following results occurred:

	Candidates for Student	Number of Votes
1.	Philip Friedlander	22
	Abstention	1
	No Response	2

Philip Friedlander was elected Student Officer for the 2024-25 school year on the CAC.

Secretary

Mrs. Porter reminded members that the secretary is responsible for taking minutes, roll call, maintain an attendance roster, inform SFACE when a member has missed meetings, so a letter maybe sent. The Secretary may serve as a chairperson for a subcommittee and be an active member of the leadership group. The floor was open for nominations for the position of Secretary.

The following representatives were nominated and accepted the nomination or self-nominated:

Candidates for Secretary	
1.	Norma Gonzalez

2.	Shanita Rodgers
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The Electioneer asked three (3) times if there are any other nominees, then asked the members to make a motion to close and accept the list of nominees for the position of **Secretary**. Ajah Webb made the motion to close and accept the nominees. Veronica M. Sanchez second the motion to close and accept the nominees. Mrs. Brackins led a roll call vote. The results were as follows: 23 in favor, 0 against, 0 abstentions, and 2 no response.

	Candidates for Secretary	Number of Votes
1.	Norma Gonzalez	16
2.	Shanita Rodgers	8
	No Response	1
	Abstentions	0

Each nominee was allowed up to

1 minutes 30 seconds to give a speech. Following the speeches, members voted. Members' votes were tallied. The following results occurred:

Norma Gonzalez was elected to serve as the CAC 2024-25 Secretary.

Training & Education

Ms. Porter provided a brief overview of the position. The floor was open for nominations for the position of Training & Education.

The following representatives were nominated and accepted the nomination or self-nominated:

	Candidates for Training & Education
1.	Ana Carrion
2.	Veronica M. Sanchez

The Electioneer asked three (3) times if there are any other nominees, then asked for a member to make a motion to close and accept the list of nominees for the position of Training & Education.

Jahuanna Roberson made a motion to accept the nominations for the position of Training & Education. Ingrid Levy second the motion to close and accept the nominees. A roll call vote was taken regarding the motion. The results are as follows: 24 in favor, 0 against, 0 abstain, 1 no response.

Each nominee was allowed up to 1 minutes 30 seconds to give a speech. Mrs. Porter stated that there were 25 voting members present and the candidate will need 14 votes to be declared the winner. Following the speeches, members voted. Members' votes were tallied. The following results occurred:

	Candidates for Training & Education	Number of Votes
1.	Ana Carrion	4
2.	Veronica M. Sanchez	20

Abstention	0
No Response	1

Veronica M. Sanchez was elected to serve as the 2024-25 Training & Education.

PUBLIC RELATIONS

Lisa Porter, Sr. Parent Community Facilitator, gave a brief overview of the responsibility of the Public Relation. The floor was open for nominations for the position of Public Relations.

The following representatives were nominated and accepted the nomination or self-nominated:

Candidates for Public Relations	
1.	Ana Carrion
2.	Nancy Hernandez
3.	Gabriela Rangel
4.	Arlaina Jackson

Lisa Porter asked three (3) times if there are any other nominees, then asked the members for a motion to close and accept the list of nominees for the position of Public Relations.

Norma Gonzalez motioned to close and accept the list of nominees for the for Public Relations. Ajah Webb second the motion to close and accept the nominees for Public Relations. The motion passes with 25 in favor 0 against and 0 abstentions 0 No Responses.

Each nominee was allowed up to 1 minutes 30 seconds to give a speech. Members' votes were tallied.

The following results occurred:

Candidates for Public Relations		Number of Votes
1.	Ana Carrion	3
2.	Nancy Hernandez	13
3.	Gabriela Rangel	2
4.	Arlaina Jackson	4
	Abstentions	
	No Response	

No candidate received the majority of the votes of 14 needed to win. Ms. Porter informed the participants that according to the election guidelines the two candidates with the highest number of votes would be the two candidates that would have a run-off for the position of Public Relations.

Each nominee was allowed up to 1 minutes 30 seconds to give a speech however they declined. Members' votes were tallied. The following results occurred:

Candidates for Public Relations		Number of Votes
1.	Nancy Hernandez	12
2.	Arlaina Jackson	8
	Abstentions	0

	No Response	5
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Ms. Porter explained the process when a candidate does not receive the majority of the votes, the members must vote again. Ms. Jackson conceded and withdrew her name for the Public Relations position.

	Candidates for Public Relations	Number of Votes
1.	Nancy Hernandez	18
	Abstentions	0
	No Response	4

Nancy Hernandez was elected to serve as the 2024-2025 Public Relations.

Parliamentarian-Historian

Mrs. Porter gave an overview of the position. The floor was open for nominations for the position of Parliamentarian - Historian.

The following representatives were nominated and accepted the nomination or self-nominated:

	Candidates for Parliamentarian & Historian
1.	Shanita Rodgers
2.	Ana Carrion

The Electioneer asked three (3) times if there are any other nominees, then asked the members for a motion to close and accept the list of nominees for the position of Parliamentarian and Historian.

Ajah Webb made the motion to close and accept the list of candidates for the position of Parliamentarian and Historian. Norma Gonzalez second the motion to close and accept the nominees. There were 22 in favor, 0 abstained, and against. Two members had to leave the meeting.



Each nominee was allowed up to 1 minute 30 seconds to give a speech. Lisa Porter stated that there are 22 voting members and that the candidate needs 12 votes to be declared the winner.

Following the speeches, members voted. Members' votes were tallied. The following results occurred:

	Candidates for Parliamentarian-Historian	Number of Votes
1.	Shanita Rodgers	14
2.	Ana Carrion	3
	No Response	5
	Abstain	0

Shanita Rodgers was elected to serve as the 2024-25 Parliamentarian- Historian.

Lisa Porter and Dr. Traci Calhoun thanked all the participants and introduced all the officers for the 2024-2025 school year. They are as follows:

-  Chairperson: **Ingrid Levy**
-  Vice-Chairperson: **Kristie Lacy**

- ✚ Secretary: **Norma Gonzalez**
- ✚ Student Representative: **Philip Friedlander**
- ✚ Training & Education: **Veronica M. Sanchez**
- ✚ Public Relations: **Nancy Hernandez**
- ✚ Parliamentarian - Historian: **Shanita Rodgers**

Dr. Calhoun turned the meeting over to Ms. Levy, Chairperson. She introduced Division of Special Education coordinator Ms. Lillia Moran who shared a few announcements.

ANNOUNCEMENTS

Officer training meeting and Agenda Planning on September 4, 2024.

The committee meeting dates were shared with all the members.

ADJOURNMENT

The meeting was adjourned at 1:30 p.m., by Ingrid Levy, Chairperson.