SCHOOL SITE COUNCIL (SSC) ORIENTATION/FIRST QUARTER MEETING MINUTES

Functioning as the School Advisory Committee (SAC)

Monday, September 26, 2022

11:30 AM – LMC

Purpose: Orient members to the rights and responsibilities of the School Site Council

**Attendance:**

Melissa Holdener, GIS (Vice-Chair)

Juan Carlos Gonzales, Parent

Rebecca Jackson, Teacher

Ryan O’Malley, Teacher

Hatun Zengin-Bolatkale, Parent of English Learner

Brittany Cook, (Chairperson) Parent

Stutee Khandelwal, Parent

Dana Budd, Parent,

Andrea Saunders, Teacher

Matt Papendorf, Principal

Jarin Tisha, Parent of English Learner

Eloisa Valdez, Parent

Ivette Medina, Parent

Nicole Brunnemann, Staff (Secretary)

* **Call to Order and Welcome:**

Melissa Holdener called the meeting to order at 11:30 am. She stated that a quorum had been established. She noted that all materials had been emailed out to members but also reviewed projected agenda. Holdener opened the floor for the agenda to be approved. Rebecca Jackson motioned to approve the agenda as it stands and Dana Budd seconded. All were in favor, none opposed; agenda was approved.

**Discussion and Approval of Minutes from 2022 Quarter IV SSC Meeting**

Holdener reviewed the minutes from the 4th quarter SSC meeting and opened the floor for a motion to approve. Ryan O’Malley motioned to approve, Jackson seconded. All were in favor, none opposed; minutes were approved.

* **School Site Council (SSC) Training**

Meeting materials were made available to members via email, offered to be provided to parents attending that were not elected members, and were projected for review in the meeting. Materials included agenda, minutes, bylaws, parent involvement policy, SSC/ELAC training guide, and all board policies listed on the agenda.

Holdener reviewed Robert’s Rules of Order for meetings, and described the purpose of the SSC. SSC serves to provide input to the SPSA, review student academic data, consult with other parents about the SPSA, and one member will represent CH at District PAC meetings.

Both Brittany Cook and Stutee Khandelwal nominated themselves as our PAC member. Discussion between nominees lead to a motion by Cook for Khandelwal to represent CH as our PAC member. Jackson seconded. All were in favor, none opposed; Khandelwal will represent CH as our PAC member.

Holdener described the offices of chairperson and vice-chairperson. A motion to nominate and elect Brittany Cook as Chairperson was made by Dana Budd and seconded by Zengin-Bolatkale. All were in favor, none opposed; Cook will serve as SSC Chairperson. A motion to nominate and elect Melissa Holdener as Vice-Chairperson was made by Sellenrick and seconded by Jackson. All were in favor, none opposed; Holdener will serve as SSC Vice-Chairperson. A motion to nominate and elect Nicole Brunnemann as recording secretary was made by Holdener and seconded by O’Malley. All were in favor, none opposed; Brunnemann will serve as SSC secretary.

Holdener reviewed the components of the SSC/ELAC Training Guide, Board Policies 6020, 6174, 6171.10, 1312.3 and 1312.4.

**Review of the School Plan for Student Achievement**

Holdener explained the purpose of the SPSA and the current goals, along with the proposal of additional goals, including a goal for reclassifying EL students. Public comment from Zengin-Bolatkale and Khandelwal regarding the addition of a social-emotional goal. Juan Carlos Gonzales commented on services that could be used to obtain measurable data for this goal. Discussion occurred about using measurable data for all goals.

Holdener reviewed categorical funds and Page 6 Report of Scenario. Dana Budd provided explanation of State and categorical fund distribution and use.

Motion to approve Page 6 Budget was made by Andrea Saunders and seconded by Dana Budd. All were in favor, none opposed, Budget approved.

**Additional Items**

Holdener stated that she will send out a Google survey to SSC members to determine a meeting time of 11:30 AM vs. 3:00 PM for future meetings.

**Adjournment**

A motion to adjourn the meeting was made by Holdener, seconded by Sellenrick. All in favor, none opposed. Meeting was adjourned at 12:25