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| Commodore Stockton Skills School2023-2024 School Site Council (Fall – 2nd Meeting)**November 27th, 2023 2:30 pm, and Library** <https://us06web.zoom.us/j/83031670501?pwd=Vmwa1Ne2mrmDtzNNL2UWlxzWmZsrQH.1>**Meeting ID:** 830 3167 0501**Password:**  EiK2kGMinutes |
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| Elected School Site Council Members |
| J.P. Wheeler, Principal | MJ Mina, Parent |
| Anthony Gragg, Teacher | Kim Garrigan, Parent |
| Joseph Spracher, Teacher | Ariyan Miller, Parent |
| David Zeyen, Teacher | Earlisha Gaines, Parent |
| Melissa Fisher, Other | Jennifer Edmund, Parent |
| J.P. Wheeler, Principal | MJ Mina, Parent |
| Guests |
| Patricia Trawick, Jessica Navarette, Ana Ruiz, Art Mosqueda |

\* SSC Member required to meet secondary composition only and may include a student in place of a parent/community member.

\*\* Agenda Items must match the Notice of Meeting/Agenda verbatim.

\*\*\* Summary of Discussion and Actions include a brief, but concise narrative of the presentation and the highlights and questions/comments presented during the discussion.

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| AGENDA ITEM\*\* | **Summary of Discussion and Actions\*\*\*** |
| 1. Call to Order
 | *The Chairperson called the meeting to order at 2:39pm.*  |
| 1. Roll Call, Establishment of Quorum, and Introduction

(Quorum is established when at minimum 6 members are present for elementary sites and 7 members are present for secondary sites.) | *The Chairperson took member attendance through roll call. The following member attendees were present: J.P.Wheeler, MJ Mina, David Zeyen, Anthony Gragg, Melissa Fisher, Kim Garrigan, and Earlisha Gaines.**There were 7 members present, which constituted a Quorum.* |
| 1. Public Comments
 | *“No comments received.* |
| 1. Membership

• Resignation• Review of Bylaws• Possible appointment of new member | 1. *Jennifer Edmund submitted her resignation from SSC. Motion was made to accept this resignation from Ms. Garrigan and seconded by Mr. Zeyen. Motion passed unanimously.*
2. *Suggested changes to our bylaws regarding member absences were sent out to the council in advance by Mr. Wheeler. These changes were discussed by the group. Concerns were brought up about the negative affects of absenteeism by Mr. Smith. Mr. Wheeler discussed recommendations from Ms. Paculba that would provide the council flexibility and the ability to do our work. Minor changes to the language were discussed. The new wording “shall be filled by regular election, special election, or by appointment of the school site council.”*
3. *A motion was made to accept the updated bylaws by Ms. Fisher and seconded by Mr. Zeyen. The motion was accepted unanimously.*
4. *Mr. Wheeler suggested that the council appoint Mr. Smith to the newly vacated SSC parent position. Motion made by Ms. Mina and seconded by Mr. Zeyen. Motion passed unanimously.*
5. *SSC roles were discussed. Mr. Gragg was nominated for Chairperson. Ms. Fisher made a motion to accept Mr. Gragg as chairperson and Mr. Zeyen seconded. The motion passed unanimously.*
6. *Mr. Smith was nominated for Vice Chairperson by Mr. Gragg. Mr. Zeyen made a motion to accept Mr. Smith as Vice Chairperson and Ms. Garrigan seconded. The motion passed unanimously.*
7. *A discussion was had regarding the secretary position. Mr. Wheeler nominated Ms. Lomax, but the group needed more information regarding her eligibility since she is not a SSC member. Mr. Wheeler will get clarification on this and bring it back to the group for the next meeting.*
8. *Mr. Zeyen was nominated for Parlimentarian by Mr. Garrigan. Mr. Fisher made a motion to accept and Mr. Smith seconded. The motion passed unanimously.*
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| 1. Review and Approval of Minutes
* October 16, 2023
 | *The minutes from the 10/16/23 meeting were reviewed and approved with no changes. Mr. Zeyen made the motion, Ms. Mina seconded the motion, and all council members voted “aye” in a voice vote.* |
| 1. Title I Required Activities
* None
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| 1. School Plan for Student Achievement (SPSA)
2. Review the current SPSA Implementation and Effectiveness.
 | *Mr. Wheeler shared a PowerPoint and reviewed the SPSA goals that center around school climate. Over 600 students in 4th-8th grades participated. School climate check-in results showed an average growth of 20%, which far exceeded our goal of 14% growth. Chronic absenteeism has improved from 24% last year to 14% this year, far exceeding our goal of 5%. Our overall attendance rate improved by 3%. Our suspension rate dropped from 21 students being suspended last year to 5 this year.* *Mr. Wheeler explained the challenges of gathering parent volunteer data, however we have 141 parents who have been cleared through Be A Mentor. We discussed that this may be a better data point for next year.**Goals centering around Coffee Hour participation and male volunteers on campus are goals we are continuing to make progress toward.* *We discussed our PBIS efforts and alternatives to suspension.* |
| 1. Progress Monitoring of each Strategy/Activity/Task
	1. Review the Fall i-Ready data and other local data
 | *We spoke about how iReady testing is about to start and that we will have our Diagnostic 2 data to discuss next meeting. Mr. Smith mentioned where people can find testing data that is available to all on the SUSD website.* |
| 1. Local Control Accountability Plan
2. None
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| 1. Announcements/Reports
* DELAC
* ELAC
 | *There were no updates at this time.* |
| 1. Adjournment
 | *The Chairperson adjourned the meeting at 3:31pm.* |

**Directions to Complete the Template:**

**Insert School Name:** Replace the yellow highlighted phrase <Insert School Name> with your school name.

**Date, Time:** Replace the yellow highlighted phrase with the actual date of the meeting and with the actual time of the meeting.

**Location (Link, Meeting ID, Password):** Replace the yellow highlighted phrase with the exact physical location and room number the meeting will be held in. Meetings being held virtually must include the meeting ID and password and/or full link.

**Elected School Site Council Members:** Replace the yellow highlighted phrase with the SSC member’s name, title of member position being held (i.e., teacher, other staff, parent, student), council role (i.e. Chairperson, Vice-Chairperson, etc.)

**Guest:** Insert the name and title of guest (i.e., staff, parent, student, community member, etc.). If there were no guests, either leave blank or replace yellow highlighted phrase with No guests.

**AGENDA ITEM:**

**\*\*\*DO NOT REMOVE NUMBERED TOPIC HEADINGS\*\*\***

**1. Call to Order:** Record the time meeting started.

**2. Roll Call, Establishment of Quorum, and Introductions:** Record members names who are present and the total number of members. To meet quorum, an elementary (K-8) must have at minimum 6 members present and a secondary (High School – regardless of size) must have at minimum 7 members present. For additional information on SSC composition and quorum, please refer to the Guide to School Site Councils (SSC) (<https://www.stocktonusd.net/Page/2675>).

**3. Public Comments:** Record public comments made – no special discussion is necessary. Provide commenter the opportunity to present comments at the time of the agenda item if desired. Comments must only be associated with agenda items per Greene Act.

**4. Membership:** Review sample sentences and edit based on the actual conversation/discussions/actions.*Please remember, that if the discussion or action is not in the minutes, it appears it did not happen.*

**5. Review and Approval of Minutes:** Review the sample sentences and record the discussion and changes, if any. Record the motion, who seconded, and the voting results. *Please remember, that if the discussion or action is not in the minutes, it appears it did not happen.*

**6. Title I Required Activities:** Review the sample sentences and record the discussion, comments, and actions, if any. Record the motion, who seconded, and the voting results. *Please remember, that if the discussion or action is not in the minutes, it appears it did not happen.*

**7. School Plan for Student Achievement (SPSA):** Review the sample sentences and record the discussion, comments, and actions, if any. Record the motion, who seconded, and the voting results. *Please remember, that if the discussion or action is not in the minutes, it appears it did not happen.*

**8. Progress Monitoring of each Strategy/Activity/Task:** Review the sample sentences and record the discussion, comments, and actions, if any. *Please remember, that if the discussion or action is not in the minutes, it appears it did not happen.*

**9. Local Control Accountability Plan:**  Review the sample sentences and record the discussion, comments, and actions, if any. *Please remember, that if the discussion or action is not in the minutes, it appears it did not happen.*

**10. Announcements/Reports:** Review the sample sentences and record the discussion, comments, and actions, if any. *Please remember, that if the discussion or action is not in the minutes, it appears it did not happen.*

**11. Adjournment:** Record the time the meeting ended, the motion, who seconded, and the voting results.

**QUESTIONS/SUPPORT:**

State and Federal staff are available to answer questions and review Meeting Notice and Agenda and Minutes to ensure they meet the requirements to avoid delays and additional meeting actions. Contact: Maylyn Paculba – mpaculba@stocktonusd.net