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| Commodore Stockton Skills  2020-2021 School Site Council  (Fall - 1st Meeting)  September 14, 2020 at 2:30 PM, Virtual (Zoom Meeting: <https://zoom.us/j/93893194482?pwd=VUVxczZ5Qkt0ckVCY1RKMTNzelhrQT09>  **Meeting ID: 93893194482**  **Password: 095434**  Minutes | |
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| Elected School Site Council Members | |
| Clare Stubblefield, Secretary (Principal) | Marie Contreras, Parent |
| Rosa Gonzalez (Other Staff) | Joumana El Rajabi, Parent |
| Karen Ferguson (Teacher) | Melissa Fisher, Parent |
| Jennifer Reid (Teacher) | Ashley Laveine, Parent |
| Angela Rugani, Chairperson (Teacher) | Julie Reyes, Vice Chairperson (Parent) |
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| Guests | |
| List Guest Name, Title  Mary Anderson, Assistant Principal  Ashlee Frades, Assistant Principal | |

\* 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 2:32.* |
| 1. Roll Call, Establishment of Quorum, and Introductions   (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: Joumana El Rajabi, Karen Ferguson, Clare Stubblefield, Angela Rugani, Julie Reyes, Melissa Fisher, and Jennifer Reid.*  *There were 7 members present, which constituted a Quorum.*  *The principal asked members to introduce themselves and state their role on the School Site Council.* |
| 1. Public Comments | *No comments received.* |
| 1. Membership 2. Elections of Members 3. Election of Officers of the SSC 4. Review Roles and Responsibilities of SSC Members   (Guide to School Site Councils (SSC) [English](https://www.stocktonusd.net/cms/lib/CA01902791/Centricity/Domain/176/Guide%20for%20SSC%20-%20August%202019.pdf)/[Spanish](https://www.stocktonusd.net/cms/lib/CA01902791/Centricity/Domain/176/Guide%20for%20SSC%20-%20Spanish%20-%20August%202019.pdf))   1. Review and Update Bylaws | *a. The Chairperson discussed elections for this year. The bylaws state that elections are done at the beginning of the school year. 5 members’ terms end in November or December, one member retired last year, and one member has never attended any meetings. Mrs. Reid motioned to terminate Ashley Laveine from her membership. Mrs. El Rajabi seconded the motion and all council members voted “aye” in the chat.*  *Mrs. Rugani motioned to hold an election for all current and upcoming vacancies, Mrs. Ferguson seconded, and all council members voted “aye” in the chat.*  *The council discussed the best process for reaching parents and staff to elect the council. It was decided that the request for nominations would go out via Blackboard and ClassDojo, and the elections would be held via a survey the week of September28th.*  *b. The council decided to elect new officers at the next meeting with our new members in attendance.*  *c. Mrs. Stubblefield reviewed the roles and responsibilities of the SSC. The main role of the SSC is to develop, review, update and approve the School Plan.*    *d. The council reviewed the Bylaws and decided to change the meeting days to the 3rd Monday of the month and to change Article 5 to allow administration to call a special meeting in addition to the Chairperson. SSC meetings will be held on the 3rd Monday or the month, virtually until we can meet in person then we will meet in the library.. It was reported that a flyer of meeting dates, time and location will be posted in the office. .* |
| 1. Review and Approval of Minutes 2. June 9, 2020 | *a. The minutes from the June 9th meeting were reviewed and approved with no changes Mrs. Ferguson made the motion, Mrs. Rugani seconded the motion, and all council members voted “aye” in a chat vote.* |
| 1. Title I Required Activities    1. Share UCP Annual Notice for 2020-2021    2. Review and Update School-Level Parent & Family Engagement Policy    3. Review and Update School-Parent Compact | *a. The principal shared the Uniform Complaint Procedures (UCP) Annual Notice for 2020-2021.*  *b. The principal shared the School-Level Parent and Family Engagement Policy and discussed current parent involvement activities. She asked the council if they had suggestions on improving attendance at parent activities, Mrs. El Rajabi stated that it might help to have the meetings later in the day. No changes were suggested to the School-Level Parent and Family Engagement Policy or School-Parent Compact. The SSC Chairperson signed the School-Level Parent and Family Engagement Policy.*  *c. The principal shared the School-Parent Compact and discussed current parent involvement activities. She asked the council if they had suggestions on what may be interesting for parents. Mrs. Ferguson said it is hard to get people to attend right now but maybe offer a workshop for parents on how to help their children with math as the terminology and techniques are different then when parents went to school. The principal reminded the SSC that there are Title I funds set aside for parent involvement and the council discussed ideas for spending them. The SSC Chairperson signed the School-Level Parent and Family Engagement Policy.* |
| 1. School Plan for Student Achievement – Goal 1, 2, and 3 strategies and activities 2. Status of 2020-2021 Implementation, Effectiveness (supported by data) 3. Obtain input on parent involvement and professional development 4. Proposed Adjustments to 2020-2021 Strategy/Activity/Allocation | *The principal provided an overview of the 2020-2021 SPSA, which was approved by the Board of Education on July 28, 2020.*  *a. Mrs. Stubblefield went over the goals and updated progress in the strategies. We have counselors and a teacher attending a virtual conference. During the summer teams got together for collaboration/planning. We purchased our AR agreement. Planning for academic conferences has begun. ELD collaboration has begun. In school Tier 2 support has begun. Tier 2 after school support will begin on October12th. We have had 3 PTA meetings and 1 parent coffee meeting. We are planning a drive thru trick or treat event on October 29th.*  *b. Mrs. Ferguson thought it would be helpful to have parent training in how to help students with math. She also expressed it would be important for students in 1st-3rd grade to receive computer mice from the school.*  *c. Proposed revisions. In our SPSA we left out the maintenance agreement for copy machines and duplicators. $7000 was moved from non-instructional materials in Goal 2, Strategy 1 to Goal 1, Strategy 2 to cover the cost of the maintenance agreement. Mrs. Rugani motioned to approve the budget reallocation, Mrs. El Rajabi seconded the motion, and all council members voted “aye” in a chat vote.* |
| 1. Comprehensive Needs Assessment (CNA) Status / Decision-Making Model (DMM)    1. Review state and local data | *The principal shared the status of the comprehensive needs assessment.* |
| 1. Local Control Accountability Plan    1. None | *The principal shared a summary of the district’s LCAP and stressed the importance of parent involvement/engagement with surveys and attendance of various parent meetings.* |
| 1. Announcements/Reports  * DELAC * ELAC | *None at this time* |
| 1. Adjournment | *The Chairperson adjourned the meeting at 3:32.* |