

**Hamilton Elementary School
2020-2021 School Site Council
(Fall - 1st Meeting)**

September 24th, 2020, 1:00pm

Join Zoom Meeting

<https://zoom.us/j/95905531899?pwd=S0piU0gzYlljUER2Zk5Pd3QwOXBQQT09>

Meeting ID: 959 0553 1899

Passcode: 030063

Minutes

Elected School Site Council Members

Esther Perez, Principal – SSC Member / Principal	Alicia Garcia, Parent Council Member
Laura Lupian – Parent Liaison – Classified Site Council Member	Claudia Cruz, Parent Council Member
Jamie Magdaleno – Teacher – Chairperson/Certificated Council Member	Melissa Ortiz, Parent Council Member
Tresa Brandenburg-Hagen – Teacher – Certificated Council Member	Martha Tachiquin, Parent Council Member
Davina Lara, Teacher – Certificated Council Member	Nancy Salazar, Parent Council Member (Absent)

Guests

Melissa Zermeno, Assistant Principal

AGENDA ITEM**

Summary of Discussion and Actions***

1. Call to Order	<i>The Chairperson called the meeting to order at 1:01pm.</i>
2. Roll Call, Establishment of Quorum, and Introductions	<p><i>The Chairperson took member attendance through roll call. The following member attendees were present: Esther Perez, Principal – SSC Member / Principal, Alicia Garcia, Parent Council Member, Laura Lupian – Parent Liaison – Classified Site Council Member, Claudia Cruz, Parent Council Member, Jamie Magdaleno – Teacher – Chairperson/Certificated Council Member, Melissa Ortiz, Parent Council Member, Tresa Brandenburg-Hagen – Teacher – Certificated Council Member, Martha Tachiquin, Parent Council Member, Davina Lara, Teacher – Certificated Council Member, Nancy Salazar, Parent Council Member (Absent)</i></p> <p><i>There were 9 members present, which constituted a Quorum.</i></p> <p><i>The principal asked members to introduce themselves and state their role on the School Site Council.</i></p>

<p>3. Public Comments</p>	<p><i>No comments received.</i></p>
<p>4. Membership</p> <ul style="list-style-type: none"> a. Elections of Members b. Election of Officers of the SSC c. Review Roles and Responsibilities of SSC Members (Guide to School Site Councils (SSC) English/Spanish) d. Review and Update Bylaws 	<p><i>a. The Principal discussed elections results. The bylaws state that elections are done annually. Nominations and ballots were received the month of September via electronically as well as with paper notification with links and newsblasts located on the school's website.</i></p> <p><i>b. The council elected the following positions from the members: Jamie Magdaleno, Chairperson. This position was elected by voice vote unanimously. Motion made by Alicia Garcia, Seconded by Ms. Tresa Brandenburg-Hagen. Motion passes, no abstentions.</i></p> <p><i>c. Principal reviewed the roles and responsibilities of the SSC. The main role of the SSC is to develop, review, update and approve the School Plan.</i></p> <p><i>d. The council reviewed the Bylaws and discussed that no amendments were needed for this school year. SSC meetings will be held on the last Thursday of the month between 2 and 4 PM in either room 10 or virtually. A flyer of meeting dates, time and location will be posted online and available in the main office as requested.</i></p>
<p>5. Review and Approval of Minutes</p> <ul style="list-style-type: none"> a. Last SSC Meeting in 2019-20: April 2020 	<p><i>a. The minutes from the April 2019-20 School Site Council Meeting were reviewed and approved with no changes. Ms. Brandenburg-Hagen made the motion, Mrs. Magdaleno seconded the motion, and all council members voted "aye" in a voice vote with abstentions by Mrs. Lara and Ms. Tachiquin who were not on the SSC council from the previous school year. No abstentions, motion passes.</i></p>
<p>6. Title I Required Activities</p> <ul style="list-style-type: none"> a. Share UCP Annual Notice for 2020-2021 b. Review School-Level Parent & Family Engagement Policy c. Review Update School-Parent Compact 	<p><i>a. The principal shared the Uniform Complaint Procedures (UCP) Annual Notice for 2020-2021.</i></p> <p><i>B & C. The principal shared the School-Level Parent and Family Engagement Policy and the School-Parent Compact and discussed current parent involvement activities. She asked the council if they had suggestions on improving attendance at parent activities, and what may be interesting for parents. Members suggested improvements in the wording of the student, parent, and school's roles. Student section needed more discussion of effort, particularly whether learning was in person or via distance learning. More suggestions included adding extracurricular attendance by parents as being strongly recommended. Lastly, a suggestion to clarify what curriculum was being mentioned in the document was discussed. Dr. Perez agreed to rewrite with the support of Mrs. Lupian. The document will be re-reviewed during the next SSC meeting and may be voted upon then.</i></p>
<p>7. School Plan for Student Achievement – Goal 1, 2, and 3 strategies and activities</p> <ul style="list-style-type: none"> a. Status of 2020-2021 Implementation, Effectiveness (supported by data) b. Obtain input on parent involvement and professional development c. Proposed Adjustments to 2020-2021 Strategy/Activity/Allocation 	<p><i>The principal provided an overview of the 2020-2021 SPSA, which was approved by the Board of Education on July 28, 2020.</i></p> <p><i>The goals were discussed. Input was received, mainly on how goals will look given the distance learning model due to COVID19. No proposed corrections as of this meeting.</i></p>

<p>8. Comprehensive Needs Assessment (CNA) Status / Decision-Making Model (DMM)</p> <p>a. Review state and local data</p>	<p><i>The principal noted that this information will be shared at the upcoming/next School Site Council Meeting as the data becomes available.</i></p>
<p>9. Local Control Accountability Plan</p> <p>a. None at this time</p>	<p><i>The principal shared that the next school year's LCAP planning will begin soon for the district-wide LCAP. More will be discussed at the next SSC Meeting.</i></p>
<p>10. Announcements/Reports</p> <ul style="list-style-type: none"> • DELAC • ELAC • Events & Initiatives 	<p><i>DELAC and ELAC were discussed. Discussion centered on which parent(s) will be able to represent Hamilton at district-wide meetings. Suggestion was to increase communication on the dates of these meetings which will be discussed at Parent-Coffee-Principal meetings as well as via the school's website and electronic means. Principal explained a few upcoming events (end of the month awards assemblies).</i></p>
<p>11. Adjournment</p>	<p><i>The Chairperson adjourned the meeting at 2:06pm.</i></p>