



*C.E. Dingle Elementary*

**School Site Council (SSC) Agenda/Minutes Template**

<b>Meeting Date:</b> November 6, 2018	<b>Meeting Location:</b> Dingle Library
<b>Starting Time:</b> 4:30 pm	<b>Ending Time:</b> 5:30 pm

**Participants:** Elected SSC Council Members. All staff, parents and members of the public invited.

Item/Time Limit	Actions Requested	Person Responsible	Comments/Parent Advice
<b>1. Call to Order (1 minute)</b>	None	Chair	
<b>2. Roll Call (1 minute)</b>	None	Secretary	
<b>3. Additions/Changes to Agenda (1 min.)</b>	Yes	Chair	
<b>4. Reading and Approval of Minutes (5 min.)</b>	Yes	Secretary	
<b>5. Reports of Officers/Committees (5 min.)</b>	None	Chair	
<b>6. Public Comment (10 min.)</b>	*Not Applicable	Chair	

**\*Under the Open Meeting Law, no action related to public comment may be acted upon at the meeting. Issues raised at the meeting may be scheduled for another SSC meeting, as approved by the council. Public comment is generally limited to **two minutes** per person.**

<b>7. Unfinished Business (20 min.) Approval of amendments to site plan</b>	Yes	Principal	
<b>8. New Business (15 min.) Approval of carryover spending adjustment to the site plan</b>	Yes	Principal	
<b>9. Adjournment (1 min.)</b>	None	Chair	

**Prepared By:** Ursula Ruffalo (signature) \_\_\_\_\_

(type name)

**Date:** \_\_\_\_\_

**Attach sign-in sheet**



**Send completed Agenda/Minutes and sign-in sheet to**  
*School Name*

**School Site Council (SSC)**

**Legal Mandates and Recommendations**

**Date Accomplished:**

	Selection/Election of SSC Council- <b>Mandate</b>
	Professional Development and Training for SSC-Roles and Responsibilities- <b>Mandate</b>
	Development of Bylaws- Recommended
	Develop Meeting Calendar for 2018-19- <b>Mandate</b>
	Review Student Achievement Data- <b>Mandate</b>
	Monitor the Implementation of the School Plan for Student Achievement- <b>Mandate</b>
	Coordinate with the Safety Committee to review the <i>School Safety Plan</i> - <b>Mandate</b>
	Complete a Comprehensive Needs Assessment, with identification of key areas for improvement- <b>Mandate</b>
	Evaluate the effectiveness of the School Plan for Student Achievement- <b>Mandate</b>
	Coordinate with ELAC to review programs for English learners- <b>Mandate</b>
	For newly identified CSI schools only: Revision of the School Plan for Student Achievement/ improvement plan- <b>Mandate</b>
	Obtain Recommendations from other school site advisory, standing and special committees regarding the focus of the School Plan for Student Achievement-Mandate
	Develop and approve School Plan for Student Achievement, in coordination with ELAC, approval of ELAC- <b>Mandate</b>