



*Harriet Lee Middle School*

School Site Council (SSC) Agenda/Minutes Template

Meeting Date: October 17, 2018	Meeting Location: Lee Middle School (room 4)
Starting Time: 3:30 PM	Ending Time: 4:30 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
1. Call to Order (1 min)	None	Chair	
2. Roll Call (1 min)	None	Secretary	
3. Additions & Changes to Agenda (2 minutes)	Changes & Approval	Chair	

4. Reading & Approval of Minutes (3 minutes)	None	Secretary	
5. Reports of Officers & Committees(5 minutes)	Information	Chair	
6. Public Comment (5 minutes minutes)	*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.

7. Unfinished Business (0 min.)		Principal	
8. New Business ( 45min.)	-SSC Trainingtrr -Election of Officers -Future Meetings -Safety Plan	Chair/Principal	

9. Adjournment (1 min.)	-Meeting adjourned.	Chair	
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Prepared By: \_\_\_\_\_  
(signature)

(type name)

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

Attach sign-in sheet

Upload completed Agenda/Minutes and sign-in sheet to Team Drive: State and Federal Programs

Lee Middle School Site Council  
**Legal Mandates and Recommendations**

Date Accomplished	Tasks
9/28/2018	Selection/Election of SSC Council-Mandate
10/17/2018	Professional Development and Training for SSC-Roles and Responsibilities- <b>Mandate</b>

	Development of SSC Bylaws- <b>Mandate</b>
10/12/18	Develop Meeting Calendar for 2018-19- <b>Mandate</b>
	Review Student Achievement Data- <b>Mandate</b>
	Monitor the Implementation of the Single Plan for Student Achievement- <b>Mandate</b>
	Annually review and revise the plan and proposed expenditure of funds- <b>Mandate</b>
	Evaluate the effectiveness of the Single Plan for Student Achievement- <b>Mandate</b>
	For Sites who have ELAC -Coordinate with ELAC during needs assessment

	Obtain Recommendations from other school site advisory, standing and special committees for needs assessment prior to creating SPSA- <b>Mandate</b>
	Develop Single Plan for Student Achievement-Mandate

## School Site Council Members

Laura Villegas  
 Geoff Hulbert  
 Jade Boots  
 Maria Robles  
 Robert Hurt  
 Susan Griffin-McCormick  
 Iris Ramirez  
 Adriana Orozco

## Schedule Meetings for 2018-19 (Tentative)

October	17 @ 3:30, Room 4
November	14 @ 3:30, Room 4
December	12 @ 3:30, Room 4
January	30 @ 3:30, Room 4
February	27 @ 3:30, Room 4
March	20 @ 3:30, Room 4

April 3 @ 3:30, Room 4  
May 15 @ 3:30, Room 4

<b>Woodland Joint Unified School District Goals</b>
<b>Goal 1: Improve Teaching and Learning</b> - All students will be proficient in literacy, numeracy and 21st century skills through high quality teaching and learning practices
<b>Goal 2: College and Career</b> - All students will graduate high school and be competitively college and career ready through personalized learning
<b>Goal 3: Equity and Access</b> - All students will be successful through the development of targeted and coherent systems of support
<b>Goal 4: English Learners</b> - Improve the English proficiency and academic achievement of English Learners
<b>Goal 5: Stakeholder Engagement</b> - Excellence for all students is supported through meaningful stakeholder engagement



School Site Council Sign-in Sheet  
September 17, 2018  
SSC Training @ LMS
