

T.L. Whitehead Elementary School
School Site Council (SSC) **Agenda**

Meeting Date: December 6, 2018	Meeting Location: Whitehead Library
Starting Time: 3:00	Ending Time: 4:00

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 minute)	None	Chair	
2. Roll Call (1 minute)	None	Secretary	
3. Additions/Changes to Agenda (1 min.)		Chair	
4. Reading and Approval of Minutes (5 min.)	Approval	Secretary	
5. Reports of Officers/Committees (10 min.)		Chair	
6. Public Comment (3 min.)		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 (1 min.)	N/A	Principal	
8. New Business A (8min)	A: Approve School Parent Involvement Policy	Chair/Principal	
New Business B (10min)	B: Approve Parent- School Compact	Chair/Principal	
New Business C (30min)	C: Review WJUSD SSC Powerpoint	Chair/Principal	
	D: 2018-2019 Annual		

New Business D(1min)	Meeting Calendar 10/25/18, 12/6/18, 5/7/19 all at 3:00p.m.		
9. Adjournment		Chair	Time:

Prepared By: _____ (type name) James Evans

Date: 11/30/18

Sign-in Sheet Attached

T.L. Whitehead Elementary School

School Site Council (SSC) Minutes

Meeting Date: October 29, 2018	Meeting Location: Whitehead Library
Starting Time: 3:00	Ending Time: 4:00

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 minute)	None	Chair	CALL to Order: 3:07 p.m.
2. Roll Call (1 minute)	None	Secretary	Introductions/Sign-In
3. Additions/Changes to Agenda (1 min.)		Chair	None
4. Reading and Approval of Minutes (5 min.)	Approval	Secretary	None
5. Reports of Officers/Committees (10 min.)		Chair	None
6. Public Comment (3 min.)		Chair	11/26 6 p.m. LCAP MTG @ D.O.

Members Present: Kendra Murdock, kandy Neilson, Karen Lowe, Matt Settles, James Evans, Quincy Newsom. **Other Attendees:** Danielle Sharp.

7. Unfinished Business (1 min.)	N/A	Principal	Appreciation for Members.
8. New Business A (8min)	A:Election of Officers	Chair/Principal	-Mrs. Murdock nominated Kandy Neilson for Chairperson. Mr. Settles

			<p>seconded. All in favor. - Mrs. Newsom nominated <u>Matt Settles for Vice-Chairperson</u>. Miss Lowe seconded. All in favor. - Quincy Newsom nominated <u>Karen Lowe for Secretary</u>. Mrs. Murdock seconded. All in favor.</p>
New Business B(10min)	B: Approve SPSA Budget Updates	Chair/Principal	- Mrs. Murdock motioned for approval. Mrs. Newsom seconded. All in favor.
New Business C(10min)	C: Review SSC Powerpoint	Chair/Principal	- Mr. Evans reviewed the "Annual Title I Parent Meeting Powerpoint for 2018-2019 WJUSD
New Business D(10min)	D: Approval of Bylaws	Chair/Principal	- The SSC Bylaws were reviewed. Mrs. Newsom motioned for approval. Mrs. Neilson seconded. All in favor.
New Business E(10Min)	E: Review Approved 2018 Site Safety Plan	Chair/Principal	- The 2018-2019 Site Safety Plan was reviewed, and approved.
New Business F(10min)	F: Approve Annual Meeting Calendar 10/25/18, 11/29/18, 5/7/19 all at 3:00p.m.	Chair/Principal	- Meeting Calendar Discussed. All agreed three meetings this year would meet the site needs. If anything new arises, a meeting(s) will be scheduled.
9. Adjournment	3:55 p.m.	Chair	Time:

T.L. Whitehead Elementary School
School Site Council (SSC)
2018-2019

Legal Mandates and Recommendations

Date Accomplished	Tasks
10-29-18	Selection/Election of SSC Council-Mandate
10-29-18	Professional Development and Training for SSC-Roles and Responsibilities-Mandate
10-29-18	Development of SSC Bylaws-Mandate
10-29-18	Develop Meeting Calendar for 2018-19-Mandate
Spring 2019	Review Student Achievement Data-Mandate
10-29-18	Monitor the Implementation of the Single Plan for Student Achievement-Mandate

10-29-18	Annually review and revise the plan and proposed expenditure of funds- Mandate
10-29-18	Evaluate the effectiveness of the Single Plan for Student Achievement- Mandate
	For Sites who have ELAC -Coordinate with ELAC during needs assessment
10-23-18 School Site Safety Plan Approval by Safety Committee and ongoing.	Obtain Recommendations from other school site advisory, standing and special committees for needs assessment prior to creating SPSA- Mandate
Spring 2019	Develop Single Plan for Student Achievement- Mandate