



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	Action Requested	Person Responsible	Comments
-Call to Order (1 min)	None	Chair	None
-Roll Call (1 min)	None	Secretary	-Robert Hurts -Susan McCormick -Gurk Jagpal -Jade Boots -Geoff Hulbert -Laura Villegas -Maria Robles -Channel Mantos -Danielle Sharp (guest, non voting) -2 students missing
-Addition & Changes to Agenda (2 mins)	None	Chair	None
-Reading & Approval of Minutes (3 mins)	None	Secretary	None
-Reports of Officers & Committees (5 mins)	Information	Chair	-Fight reduction -Campus cleaner -Staff feels more involved -Student comments on

			<p>changes on campus</p> <ul style="list-style-type: none"> -School climate change -Bathrooms need to be cleaned more often (especially boys), and soap needed
<p>-Public comment</p> <p style="color: red;">*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.</p>	None	Chair	None
-Unfinished Business (0 mins)	None	Principal	None
-New Business (45 mins)	<ul style="list-style-type: none"> -SSC Training -Election of Officers -Future Meetings -Safety Plan 	Principal	<ul style="list-style-type: none"> -Cannot be parent and staff member to keep expectations clear -Brief description of what SPSA is -How often is this looked at and modified? -Contact Sharp with any questions on spending money -Voice from ELAC in future -Elect Chairperson -Summer school ideas -Realistic understanding of life and future income needs -Review ALICE

			-Safety plan was reviewed, discussed, and sent via email, members can sign later
-Adjournment (1 mins)	-Meeting Adjourned	Chair	-Next Meeting: Safety Plan From Marcus -Next meeting 11/14 in the library at 3:30pm.

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- Mandate
	Development of SSC Bylaws- Mandate
10/12/18	Develop Meeting Calendar for 2018-19- Mandate
	Review Student Achievement Data- Mandate
	Monitor the Implementation of the Single Plan for Student Achievement- Mandate
	Annually review and revise the plan and proposed expenditure of funds- Mandate
	Evaluate the effectiveness of the Single Plan for Student Achievement- Mandate

	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-Mandate
	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

Woodland Joint Unified School District Goals

Goal 1: Improve Teaching and Learning - All students will be proficient in literacy, numeracy and 21st century skills through high quality teaching and learning practices

Goal 2: College and Career - All students will graduate high school and be competitively college and career ready through personalized learning

Goal 3: Equity and Access - All students will be successful through the development of targeted and coherent systems of support

Goal 4: English Learners - Improve the English proficiency and academic achievement of English Learners

Goal 5: Stakeholder Engagement - Excellence for all students is supported through meaningful stakeholder engagement