



*Ramón S. Tafoya Elementary*

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

<b>Meeting Date:</b> October 11, 2018	<b>Meeting Location:</b> Room C-1
<b>Starting Time:</b> 4:30 pm <i>Actual start: 4:43 pm</i>	<b>Ending Time:</b> 5:30 pm <i>Actual ending: 5:50 pm</i>

**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>Meeting called to order at 4:43 by Alison Kasta, site principal</b>
<b>2. Roll Call (1 minute)</b>		Secretary	<b>All members who were present signed in</b>
<b>3. Additions/Changes to Agenda (2 min.)</b>		Chair	<b>Agenda was amended by Alison Kasta to include details under new business. Select Officers Review Meeting Calendar Review Safety Plan</b>
<b>4. Reading and Approval of Minutes</b>	None	Secretary (Led by principal)	<b>No written minutes were provided. Previous meeting was a training at the district office provided by Danielle Sharp. Copies of the PowerPoint will serve as the minutes and be shared with our Site Council at the next meeting.</b>
<b>5. Reports of Officers or Committees (5 min.)</b>		Chair	<b>Mariza Carson provided a summary of the LCAP</b>
<b>6. Public Comment (4 min.)</b>	*Not Applicable	Chair	<b>No public comment</b>

\*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</b>	None	Principal	<b>No unfinished business</b>
<b>8. New Business (40 min.) Select Officers</b>		Chair/Principal	<b>Site Council officers were elected: Val Krist – Chair Jen Buzolich – Secretary</b>

<p><b>Review Meeting Calendar Review Safety Plan</b></p>			<p><b>Calendar of meetings for the year was presented and approved.</b></p> <p><b>Site Safety plan was presented and reviewed by A. Kasta. A complete copy of the plan and emergency flip chart was provided electronically via email to each member of the Site Council. Site Council discussed components of the plan and the emergency procedures. Council members asked questions/expressed concerns regarding some of the emergency procedures.</b></p>
<p><b>9. Adjournment (1 min.)</b></p>		<p><b>Chair</b></p>	<p><b>Meeting adjourned by Alison Kasta at 5:50 pm</b></p>

**Prepared By: Alison Kasta** \_\_\_\_\_

**Date: October 19, 2018** \_\_\_\_\_

**Attach sign-in sheet**

**Send completed Agenda/Minutes and sign-in sheet to Danielle Sharp, Ed. Services**



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**School Site Council (SSC)**

**Legal Mandates and Recommendations**

**Date Accomplished:**

	<b>Selection/Election of SSC Council-Mandate</b>
	<b>Professional Development and Training for SSC-Roles and Responsibilities-Mandate</b>
	<b>Development of SSC Bylaws-Recommended</b>
	<b>Develop Meeting Calendar for 2018-19-Mandate</b>
	<b>Review Student Achievement Data-Mandate</b>
	<b>Monitor the Implementation of the Single Plan for Student Achievement-Mandate</b>
	<b>Coordinate with the Safety Committee regarding the Safe School Plan-Recommended</b>
	<b>Annually review and revise the plan and proposed expenditure of funds-Mandate</b>
	<b>Evaluate the effectiveness of the Single Plan for Student Achievement-Mandate</b>
	<b>For Sites who have ELAC -Coordinate with ELAC to review programs for English learners-Mandate</b>
	<b>For newly identified PI year 1 schools only: Revision of the Single Plan for Student Achievement and reallocation of funds-Mandate</b>
	<b>Title I Target Assistance Schools Only- Review procedures for identifying students for Title I-Mandate</b>
	<b>Obtain Recommendations from other school site advisory, standing and special committees regarding the focus of the Single Plan for Student Achievement-Mandate</b>
	<b>Develop Single Plan for Student Achievement-Mandate</b>