

## T.L. Whitehead Elementary School

### School Site Council (SSC) Minutes

<b>Meeting Date:</b> October 29, 2018	<b>Meeting Location:</b> Whitehead Library
<b>Starting Time:</b> 3:00	<b>Ending Time:</b> 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	<b>CALL to Order: 3:07 p.m.</b>
2. Roll Call (1 minute)	None	Secretary	<b>Introductions/Sign-In</b>
3. Additions/Changes to Agenda (1 min.)		Chair	<b>None</b>
4. Reading and Approval of Minutes (5 min.)	Approval	Secretary	<b>None</b>
5. Reports of Officers/Committees (10 min.)		Chair	<b>None</b>
6. Public Comment (3 min.)		Chair	<b>11/26 6 p.m. LCAP MTG @ D.O.</b>

**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	<b>Appreciation for Members.</b>
8. New Business A (8min)	<b>A: Election of Officers</b>	Chair/Principal	-Mrs. Murdock nominated <u>Kandy Neilson for Chairperson</u> . Mr. Settles 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.
New Business B(10min)	<b>B: Approve SPSA</b>	Chair/Principal	-Mrs. Murdock motioned for approval. Mrs.

New Business C(10min)	Budget Updates <b>C:Review</b> SSC Powerpoint	Chair/Principal	Newsom seconded. All in favor.  -Mr. Evans reviewed the "Annual Title I Parent Meeting Powerpoint for 2018-2019 WJUSD
New Business D(10min)	<b>D:Approval</b> of Bylaws	Chair/Principal	-The SSC Bylaws were reviewed. Mrs.Newsom motioned for approval. Mrs. Neilson seconded. All in favor.
New Business E(10Min)	<b>E:Review</b> Approved 2018 Site Safety Plan	Chair/Principal	-The 2018-2019 Site Safety Plan was reviewed, and approved.
New Business F(10min)	<b>F:Approve</b> 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:

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***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
12-06-18	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- <b>Mandate</b>
10-29-18	Annually review and revise the plan and proposed expenditure of funds- <b>Mandate</b>
10-29-18	Evaluate the effectiveness of the Single Plan for Student Achievement- <b>Mandate</b>
	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- <b>Mandate</b>
Spring 2019	Develop Single Plan for Student Achievement- <b>Mandate</b>

## T.L. Whitehead Site Council Roster 2018-2019

<b>Position</b>	<b>Name</b>	<b>Role</b>	<b>Term Ends</b>
Principal	James Evans	Principal	N/A
Teacher Rep	Kendra Murdock	Teacher	Last mtg. 18-19
Teacher Rep	Quincy Newsome	Teacher	Last mtg. 18-19
Teacher Rep	Karen Lowe	Teacher	Last mtg. 19-20
Non-Classroom Employee Rep	Kandy Nielsen	Para-professional	Last mtg. 19-20
Parent Rep	Amalia Martinez	Parent	Last mtg. 19-20

Parent Rep	Gricelda Alvarez	Parent	Last mtg. 19-20
Parent Rep	Lindy Verdugo	Parent	Last mtg. 19-20
Parent Rep	Maria Cuevas	Parent	Last mtg. 19-20
Parent Rep	Matt Settles	Parent	Last mtg. 19-20

**Alternates:** Angela Youngblood  
Peggy Viera