

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

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	None
2. Roll Call (1 minute)	None	Secretary	Done
3. Additions/Changes to Agenda (1 min.)		Chair	None
4. Reading and Approval of Minutes (5 min.)	Approval	Secretary	See attachment
5. Reports of Officers/Committees (10 min.)		Chair	None
6. Public Comment (3 min.)		Chair	None

*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	None
8. New Business A (8min)	A: Approve School Parent Involvement Policy	Chair/Principal	Approved: See attachment
New Business B (10min)	B: Approve Parent- School Compact	Chair/Principal	Approved: See attachment
New Business C (25min)	C: Review WJUSD SSC Powerpoint	Chair/Principal	Reviewed
	D: Approval of changes		

New Business D(5min)	to the site plan	Chair/Principal	Approved: See attachment
New Business E(1min)	E: 2018-2019 Annual Meeting Calendar 10/25/18, 12/6/18, 5/7/19 all at 3:00p.m.	Chair/Principal	Approved: See attachment
9. Adjournment		Chair	Time: 3:37 p.m.

Prepared By: _____ (type name) James Evans

Date: 11/30/18

Sign-in Sheet Attached

School Site Council Attachment of Minutes: 12/6/18

- All to order 3:05pm.
- Introductions/roll call- Maria parent rep/ Lindy parent rep, Matt Settles/parent rep, Kendra Murdock and Karen Lowe- teacher reps, James Evans/ principal.
- Changes or additions to agenda- no alterations.
- Reading and approval of minutes- Octobers agenda and discussions- election of officers. Approval for budget. Title 1 packet. By-laws and review of Site Safety Plan-board approved by school district. Calendar approval.
- Did not meet on the 29th of last month- Matt Settles motions, Lindy seconded. Approved.
- Sign in sheet. SSC Roster- more parent participation and in compliance. Checks and balances system to have parent/community involvement.
- Reports of officers- none (Shared PD and direction with parents after meeting)
- Public comment- open meeting- no public comment.
- Unfinished Business- none
- **A: Approval of School Level Parent and Family Engagement Policy- pasted from Department of Ed website- schools are inclusive and parents and families- motion to approve by Matt, seconded by Lindy. All in favor, none opposed. Approved.**
- **B: Parent-School Compact- sent to the public before January- to go home to parents. Motion to approve- Matt, seconded Lindy. All in favor, none opposed. Approved.**
- **C: SSC Powerpoint- school safety plan to stay on site- training in september- representative plan for the school. SSC- school site council- LCAP collaborative- representative by Matt Settles. Elected group representative of staff and parents.Chosen by election or selection of peer groups. Kept for 3 years. Principal is permanent. Equal members- 5/5 parents/community members. 9-12 grade skipped, quiz skipped. Responsibilities- 1 item to approve school site plan. Approve school goals and expenditures- measurable goals. Legally compliant- LCAP. Monitor the implementation of the plan and measure effectiveness of improvement strategies. 3 meetings a year- if**

we need another before May, let JE know. Additional funding will need to be discussed. Kandy- Chair- agenda and must be publicly posted. Cycle- SPSA school plan for student achievement (school plan). ESSA- comprehensive needs assessment. Priorities change from school to school to improve academic achievement. SPSA- tiers 1-3 how do you know and prove that what you are doing in increasing student achievement? Title 1 requirements for actions- CCSS aligned....Monitoring- regulated by Ed Services. Textbook adoptions are done by the district, not the site. Purchases must be tied back into the plan. Subcommittee- need to approve something without entire committee. Questions- call Danielle Sharp.

- School parent compact- meeting with Sharp/ carry over money. 1 of 2 school having plans approved by the board in January. Changes made to be approved- Revision approval date and date of revision.
- **D: Approval of Changes to the Site Plan. Goal 4.5- funding increased to \$5,000. SSP- Family Night at least annually. Motion to approve Matt Settles, seconded by Lindy. All in favor, none opposed. Unanimous approval.**
- Total allocations and expenditures by funding source- \$23,995 balance- added \$5,000 for a total of \$23,995 to be spent this year. If we are full for this year, it an carry over to next year. Can be used for Classroom supplies or materials.
- Total expenditures by goal- "Goal 4- Improve English proficiency and academic" with new total expenditures of \$34,997.
- Date of whitehead SSC adoption of plan changed 10/29 to 12/6.
- Chair and ELAC signed final page to be sent to Danielle and the board to be approved in January.
- January- new template for the 19-20 plan to be designed next spring.
- **E: 2018-2019 Annual Meeting Calendar** Motion to approve Matt Settles, seconded by Lindy. 10/25/18, 12/6/18, 5/7/19 all at 3:00p.m.

Adjournment: 3:37pm.