*Lee Middle School***School Site Council (SSC) Agenda/Minutes Template**

<b>Meeting Date:</b> 11/21/19	<b>Meeting Location:</b> LMS Room 2
<b>Starting Time:</b> 4:00pm	<b>Ending Time:</b> 5:00pm

**Participants:** Elected SSC Council Members. All staff, parents and members of the public invited.

<b>Item/Time Limit</b>	<b>Actions Requested</b>	<b>Person Responsible</b>	<b>Comments/Parent Advice</b>
<b>1. Call to Order (1 minute)</b>	<b>None</b>	<b>Chair</b>	called to order at 4:01pm
<b>2. Roll Call (1 minute)</b>	<b>None</b>	<b>Secretary</b>	<p><b>Present:</b> Jacqueline Stewart Jade Boots Robert Hurt Casey Raubach Tiffany Radcliff Shelley Friery</p> <p><b>Absent:</b> Daniel Naranjo Jocelynn Hernandez Alex Shadinger Sage Owens Claudia Ballesteros</p> <p>Friery can collect student input earlier in the day and bring student input to our meeting since students have not been able to attend our SSC meetings</p>
<b>3. Additions/Changes to Agenda (1 min.)</b>		<b>Chair</b>	
<b>4. Reading and Approval of Minutes (2 min.)</b>		<b>Secretary</b>	Casey moved Tiffany seconded unanimous
<b>5. Reports of Officers/Committees (5 min.)</b>		<b>Chair</b>	1. lunchtime support 3x per week for ELs with Ms. Molina. Parents at ELAC
<ul style="list-style-type: none"> <li>• ELAC Update</li> </ul>		<b>Principal</b>	

<ul style="list-style-type: none"> <li><b>District LCAP Update</b></li> </ul>		<p><b>Tiffany Radcliff</b></p>	<p>meetings signed contracts for students at Ds and Fs</p> <ol style="list-style-type: none"> <li>LCAP will be getting input district wide from teachers. As a SSC we will be giving input to our district as well. Tiffany is going to the next meeting on December 9th.</li> <li>LCAP Jan 27th meeting date</li> </ol>
<p><b>6. Public Comment (1 min.)</b></p>	<p><b>*Not Applicable</b></p>	<p><b>Chair</b></p>	<p>none</p>

**\*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><b>7. Unfinished Business (10 min.)</b></p> <ul style="list-style-type: none"> <li><b>review implementation actions in SPSA</b></li> </ul>		<p><b>Principal</b></p>	<ol style="list-style-type: none"> <li>After school HW help: 14 students attending Tues and Thurs afternoons- 3:15-4pm. Number of students increased at the end of the grading period- up to 33 each day</li> <li>New Tardy Policy implemented Nov 1st. We have been doing it for three weeks now. Tardy sweep each week. No Tardy Celebration for first quarter. We did a call for no tardies last week.</li> <li>History was out for training today. English was out yesterday for shadowing ELs. Goal: to produce more academic language in classroom. The hope is for all content areas to get these strategies. Science and Math have done a few action team meetings each.</li> <li>Project Safe: 8th grade students taught 7th graders in many different areas of health and safety. It went very well.</li> </ol>
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			<ol style="list-style-type: none"> <li>5. Jan 23rd meeting- look at NWEA testing, attendance data, grades, discipline, any other test scores we have at that point</li> <li>6. Tessier has put together a comprehensive attendance plan with a tracker for kids who are chronically absent.</li> </ol>
<b>8. New Business ( 30-40 min.)</b> <ul style="list-style-type: none"> <li>● LCAP input activity</li> <li>● SPSA Amendments</li> <li>● Project SAFE adjustment</li> </ul>	<p>discussion</p> <p>approval needed</p> <p>discussion</p>	<b>Chair/Principal</b>	<ol style="list-style-type: none"> <li>1. WJUSD Students: 23% ELs, 14% SPED, 67% socioeconomically disadvantaged</li> <li>2. Funding includes:               <ul style="list-style-type: none"> <li>-base amounts</li> <li>-supplemental concentration for specific categories</li> <li>-8 areas of state priorities</li> </ul> </li> <li>3. \$1252 extra- how to use it. Ideas: to support academic achievement HW club, e-lert (subs) - hold meetings with families. or for parent engagement for student conference week ... other awards to recognize students who don't normally get awards.</li> <li>4. Robert makes a motion, seconded by Casey that the money is put into Goal 5 parent engagement.</li> <li>5. Nurse had sent an email about funding for classroom health and safety supplies. Can we allocate leftover Project Safe money for bandaids, gloves, wipes, etc?</li> <li>6. <b>For next time: Lee Middle School Compact and Parent Family Engagement Policy</b></li> </ol>
<b>9. Adjournment (1 min.)</b>		<b>Chair</b>	adjourned 5:04pm

Prepared By: Shelley Friery & Robert Hurt

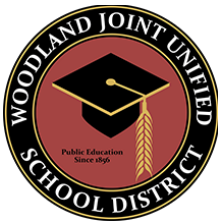
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Date: 11/19/19

Attach sign-in sheet

Send completed Agenda/Minutes and sign-in sheet to



**Lee Middle School Site Council (SSC)**

**Legal Mandates and Recommendations**

**Date Accomplished:**

	Election of SSC Council- <b>Mandate</b>
	Professional Development and Training for SSC-Roles and Responsibilities- <b>Mandate</b>

	Development of Bylaws- Recommended
	Develop Meeting Calendar for 2019-2020- <b>Mandate</b>
	Review Student Achievement Data- <b>Mandate</b>
	Monitor the Implementation of the School Plan for Student Achievement- <b>Mandate</b>
	Coordinate with the Safety Committee to approve the <i>School Safety Plan</i> - <b>Mandate</b>
	Complete a Comprehensive Needs Assessment, with identification of key areas for improvement- <b>Mandate</b>
	Evaluate the effectiveness of the School Plan for Student Achievement- <b>Mandate</b>
	Coordinate with ELAC to review programs for English learners- <b>Mandate</b>
	For newly identified CSI schools only: Revision of the School Plan for Student Achievement/ improvement plan- <b>Mandate</b>
	Obtain Recommendations from other school site advisory, standing and special committees regarding the focus of the School Plan for Student Achievement-Mandate
	Develop and approve School Plan for Student Achievement, in coordination with ELAC, approval of ELAC- <b>Mandate</b>