

Date Posted: 9/16/21



MAXWELL ELEMENTARY SCHOOL

School Site Council (SSC) Agenda/Minutes September

Meeting Date: 9/20/21	Meeting Location: Maxwell Zoom Meeting
Starting Time: 4:30	Ending Time: 5:30

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

Item/Time Limit	Actions Requested	Person Responsible	Comments/Parent Advice
1. Call to Order (1 minute)	None	Chair	The meeting was called to order at 4:30
2. Roll Call (1 minute) Indicate those present	None	Secretary	Mari Sanchez, Debra Hetrick, Estella Medina, Celena Rodriguez, Lesley Estrella, Eva Ortega were present.
3. Additions/Changes to Agenda (1 min.)		Chair	No changes were made- Ms. Sanchez approved, Ms. Estrella 2nd, all in favor.
4. Reading and Approval of Minutes (5 min.)		Secretary	No changes were made- Ms. Estrella approved, Ms. Medina 2nd, all in favor.
5. Reports of Officers/Committees (10 min.)		Chair	none at this time
6. Public Comment (5 min.)	*Not Applicable	Chair	

***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 (0 min.)	NA	Principal	no unfinished business
8. New Business (45 min.) <ul style="list-style-type: none"> ● Review SSC expectations 	Elect officers	Chair/Principal	<ul style="list-style-type: none"> ● Reviewed the expectations and roles through a video. No one had questions. ● Elected Officials:

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<p>and roles (Video)</p> <ul style="list-style-type: none"> • Elect officers • Review and approve bylaws (if applicable) • Develop and approve the calendar • Review and Approve the School Safety Plan 	<p>Approve bylaws</p> <p>Approve calendar</p> <p>Approve SPSA</p>		<p>Ms. Sanchez-Chair Ms. Estrella- Vice Chair Ms. Hetrick - Secretary</p> <ul style="list-style-type: none"> • Reviewed and approved the By-laws. Ms. Estrella motioned, Ms, Sanchez 2nd, all in favor. • Reviewed and approved the calendar dates of the meetings and starting time for 5:00 to accommodate working parents. Ms. Rodriguez motioned, Ms. Sanchez 2nd, all in favor. • Reviewed the Safe School Plan, discussed possible ways for student engagement. Plan approved. Ms. Sanchez motioned, Ms. Rodriguez 2nd, all in favor.
<p>9. Adjournment (1 min.)</p>		<p>Chair</p>	<p>5:15pm</p>

Prepared By: _____ (signature) _____
 (type name)

Date: _____

*All meeting materials available after the meeting. Contact the school office at 530-662-1784 for materials.

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