



*Whitehead Elementary School*

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

<b>Meeting Date:</b> 9/20/2022	<b>Meeting Location:</b> Whitehead Elementary School Library
<b>Starting Time:</b> 4:00PM	<b>Ending Time:</b> 6:00PM

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

<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>	
<b>2. Roll Call (1 minute) Indicate those present</b>	<b>None</b>	<b>Secretary</b>	Stephania Mendez Machuca , Courtney MacRae, Erin Lujan , Samantha Gaynor, Nicole Grant
<b>3. Additions/Changes to Agenda (1 min.)</b>		<b>Chair</b>	None
<b>4. Reading and Approval of Minutes (5 min.)</b>		<b>Secretary</b>	None
<b>5. Reports of Officers/Committees (10 min.)</b>		<b>Chair</b>	None
<b>6. Public Comment (5 min.)</b>	<b>*Not Applicable</b>	<b>Chair</b>	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.**

<b>7. Unfinished Business (0 min.)</b>	NA	<b>Principal</b>	None
<b>8. New Business (45 min.)</b> <ul style="list-style-type: none"> <li>● Review, modify, and approve the safety plan</li> <li>● Review SSC expectations and roles <a href="#">(Video)</a></li> <li>● Elect officers (chair, secretary, LCAP rep (non staff))</li> <li>● Review and approve bylaws (if applicable)</li> <li>● Develop and approve calendar</li> <li>● Review SPSA</li> </ul>	Elect officers  Approve bylaws  Approve calendar	<b>Chair/Principal</b>	Erin Lujan was nominated, and elected by the attending SSC members to serve as our Council Secretary  Nominations for Chair were tabled to the next meeting.  Motion was made and seconded to move the SSC meeting dates from 11/24/22 to 11/8/22, and 4/11/23 to 4/4/23.  School Plan for Student Achievement was discussed in depth. SPSA will be reviewed 2 goals per meeting for in depth review and assessment.  School Site Safety Plan draft was reviewed, comments shared, and will be considered for final safety plan submission.  Erin Lujan motioned to adjourn the meeting at 5:04PM and Stephania Mendez.
<b>9. Adjournment (1 min.)</b>		<b>Chair</b>	

Prepared By: Nicole Grant

Date: 09/20/2022

\*All meeting materials available after the meeting. Contact the school office at 530-662-2824 for materials.