School Site Council (SSC)
Tustin High **School**

Minutes for SSC Meeting #3 of March 6, 2017
(date of meeting)

SSC Attendance for this meeting included:

2____ SSC parents/guardians or community members
3____ School Staff
1____ Principals

A quorum must be present in order to conduct business. A quorum of the committee members:

- ✓ **Has been met.**
- ❒ Has not been met.

- ✓ **Meeting sign-in sheet is attached.**
- ✓ **Documents distributed at the meeting are attached.**

Legal Requirements (Check topics to be covered at ***this*** meeting):

		Topic/Action	Schoolwide Title I Schools	Non-Title I Schools
	1	SSC Officer Elections	X	X
	2	SSC Committee Training	X	X
	3	Greene Act (Review)	X	X
	4	TUSD Parent Involvement Policy (CE-01)	X	X
	5	TUSD Uniform Complaint Procedures	X	X
	6	TUSD Annual Notice Rights and Responsibilities	X	X
	7	SSC Bylaws	X	X
	8	Parent Education/Involvement Opportunities	X	X
	9	Review and provide input on LCAP and LEA Plan Goals	X	X
	10	Review WASC Report and integrate in SPSA Goals (High Schools)	X	X
	11	Comprehensive Safe Schools Plan	X	X
	12	**Title I School Parent Involvement Policy (CE-02)**	**X**	
	13	**Title I Home/School Compact (CE-02)**	**X**	
X	**14**	**Annual Title I Site-based Parent Survey**	**X**	
	15	**Annual Title I Parent Meeting organization**	**X**	
		SPSA Development		
X	16	SPSA Comprehensive assessment and analysis of data	X	X
	17	SPSA Goals Development	X	X
X	18	SPSA Budget Development	X	X
	19	SPSA Approval	X	X
	20	Recommend SPSA for Board of Education approval	X	
	21	SPSA Annual Evaluation – Evaluation of improvement activities	X	
	22	**School-based Coordinated Program – Annual decision**	**X**	X
X	23	**SPSA Annual Evaluation – Evaluation of Improvement activities**	**X**	X
	24	**School-based Coordinated Program – Annual Decision**	**x**	

I. Welcome and Introductions

Christine Matos, Principal, welcomed members to the SSC meeting. Members present included: Heidi Munoz (parent), Jim Palmer (parent), Patty Lee (classified staff member), Denise Christensen (teacher), and Michael Fisk (teacher).

II. Call to Order – *Mr. Palmer called the meeting to order at 4:03 p.m.*

A. Approval of Minutes *(check one and fill in the blanks)*

☒ *The minutes were approved by Jim Palmer and seconded by Heidi Munoz as read.*

B. Approval of Proposed Agenda *(check one and fill in the blanks)*

☒ *The agenda was approved by Patty Lee and seconded by Heidi Munoz.*

III. Committee Reports

A. DELAC Report – *Mrs. Matos explained the protocol for non-permanent residents/undocumented presented by Dr. Franklin to all administration in TUSD.*

IV. Legal Requirements

A. SSC Bylaws – Review, Update, and Approved

B. Parent Involvement Opportunities -

A list of Principal's Coffee from our Community Liaison, Olga Reardon, was distributed to parents. The List included 6 week – 2 hour sessions of Positive Parenting Techniques. Mrs. Matos also presented the "Adelante Mujer Latina" Opportunity for Mothers and Young Female Students.

C. Budget Review/Update –

Mrs. Matos presented the new parent involvement budget of $36,000 and the approximate expenditure of $10,000 for parent education such as PIQUE. Heidi Munoz suggested donating raffle items at parenting classes to encourage parent attendance. Jim Palmer suggested donating food as well as raffles to increase parent attendance. SSC directed Title I increase in allocation toward the purchase of technology (specifically apple products - ipads, macbooks) to support the "untethering" of the teacher to the desktop computers.

D. CELDT Scores -

Mrs. Matos presented Charts using Powerpoint

E. Formative Assessment Progress

Numbers and Charts to explain this was presented by Mrs. Matos to the committee

F. Schoolwide Needs Assessment – Title 1 Parent Survey Planning

Jim Palmer and Heidi Munoz both offered suggestions, one which included parent volunteers to be outside the school during after school hours to request parents to take surveys on ipads.

V. Unfinished Business

VI. New Business

A. *Fighting Farmer canned food drive for rescue mission.*

IX. Adjournment

A motion to adjourn the meeting was made by Heidi Munoz and seconded by Jim Palmer. All in favor. None opposed. Meeting adjourned at 5:05 p.m.

Materials provided to SSC members (attached):

- SSC Bylaws
- CELDT Scores
- Formative Assessment Results
- Parent Involvement List
- Samples of Parent Surveys for planning/development
- Current Budget Summary Reports for All Categorical Funds
- Meeting Dates for the Year