

School Site Council (SSC) Utt Middle School

Minutes for SSC Meeting #1 of September 27, 2018

SSC Attendance for this meeting included:

- SSC parents/guardians or community members
- School Staff
- 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
x	1	SSC Officer Elections	X	X
x	2	SSC Committee Training	X	X
x	3	Greene Act (Review)	X	X
x	4	TUSD Parent Involvement Policy (CE-01)	X	X
x	5	TUSD Uniform Complaint Procedures	X	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
x	12	Title I School Parent Involvement Policy (CE-02)	X	
x	13	Title I Home/School Compact (CE-02)	X	
	14	Annual Title I Site-based Parent Survey	X	
	15	Annual Title I Parent Meeting organization	X	
X	16	SPSA Comprehensive assessment and analysis of data	X	X
	17	SPSA Goals Development	X	X
	18	SPSA Budget Development	X	X
	19	SPSA Approval	X	X
	20	Title I PI Year 3 Corrective Action Selection	X	
	21	Title I PI Year 4+ Alternate Governance Plan	X	
	22	Recommend SPSA for Board of Education approval	X	X
	23	SPSA Annual Evaluation – Evaluation of improvement activities	X	X
	24	School-based Coordinated Program – Annual decision	X	

I. Welcome and Introductions

Heather Bojorquez, Brian Harrison, Jaime Acosta, Jeff Crain, Tess Karol, Patrick Erickson, Michelle To, Clarisa Torres, Nelson Ortiz, and Aide Limon were present

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II. Call to Order at 2:55 p.m.

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

The minutes were approved by Brian Harrison and seconded by Michelle To as read.

The minutes were approved by _____ and seconded by _____ as corrected.

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

The agenda was approved by and seconded by _____.

The agenda was approved by _____ and seconded by _____ after the following agenda item(s) _____ were added by _____.

III. Committee Reports

A. DELAC Report – our community liaison continues to attend DELAC meetings to continue her work on bridging the gap between home and school in our EL community.

IV. Legal Requirements

A. SSC Committee Training

B. TUSD Parent Involvement Policy (Review)

C. TUSD Annual Notice Rights and Responsibilities (Discuss)

D. Uniform Complaint Procedures (Review and discuss)

E. Greene Act (Review)

F. Election of Officers

- a) Chairperson
- b) Vice Chairperson
- c) Secretary
- d) Parliamentarian

Jaime Acosta moved to elect officers for School Site Chair and seconded by Brian Harrison.

*Heather Bojorquez - Chairman
Jeff Crain - Vice Chair
Brian Harrison - Parliamentarian
Clarisa Torres for Secretary*

G. Annual Title I Parent Meeting

H. Title I Parent Policy and Home/School Compact

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I. Single Plan for Student Achievement (SPSA) – Current Budget Allocations, including carryover

J. SPSA – Comprehensive assessment and analysis of data

V. Adjournment

A motion to adjourn the meeting was made by Brian Harrison and seconded by Nelson Ortiz. Meeting was adjourned at 3:52 p.m.

Materials provided to SSC members (attached):

- List of SSC members
- Information about purpose of SSC and the roles and responsibilities of members (*Committee Training* PowerPoint presentation slides)
- SSC Bylaws (information only; to be revised at the third SSC meeting of the year, if needed)
- Greene Act
- TUSD Uniform Complaint Procedures – Policy, Regulations, and Forms
- TUSD Parent Involvement Policy
- TUSD Annual Notices Rights and Responsibilities
- Title I Parent Policy and Home/School Compact
- Meeting Dates for the Year
- Current Budget Summary Reports for All Categorical Funds