Ronald E. McNair High School

School Site Council Meeting
September 15, 2022

School Site Council Bylaws

McNair High School Site Council Bylaws

Article I: Duties of the SSC

The SSC of Ronald E. McNair High School, hereinafter referred to as the SSC, shall carry out the following duties:

- Obtain recommendations for, and review of, the proposed SPSA from all school advisory committees
- Develop and approve the SPSA and related expenditures in accordance with all state and federal laws and regulations
- Recommend the SPSA and expenditures to the governing board for approval
- Provide ongoing review of the implementation of the SPSA with the principal, teachers, and other school staff members
- Make modifications to the SPSA whenever the need arises
- Submit the modified SPSA for governing board approval whenever a material change (as defined in district governing board policy) is made in planned activities or related expenditures
- Annually (and at each semester, trimester, etc.) evaluate the progress made toward school goals to raise the academic achievement of all students
- Carry out all other duties assigned to the SSC by the district governing board and by state law

Article II: Members

Section A: Composition

The SSC shall be composed of 12 members, selected by their peers, as follows:

- The school principal shall be an official member of the SSC.
- 3 Classroom teachers
- 2 Other school staff members (Classified or certificated)
- 6 Parents/Students (3 parents and 3 students)

SSC members chosen to represent parents may be employees of the school district so long as they are not employed at this school.

School Site Council Bylaws

Section B: Term of Office

SSC members shall be elected for 1 to 2 year terms. Half, or the nearest approximation thereof, of each representative group shall be elected during odd years, and the remaining number elected during even years. At the first regular meeting of the SSC, each member's current term of office shall be recorded in the minutes of the meeting.

Section C: Voting Rights

Each member is entitled to one vote and may cast that vote on any matter submitted to a vote of the SSC. Absentee ballots shall not be permitted.

Section D: Termination of Membership

The SSC may, by an affirmative vote of two-thirds of all its members, suspend or expel a member. Any elected member may terminate his or her membership by submitting a written letter of resignation to the SSC chairperson.

Section E: Transfer of Membership

Membership on the SSC may not be assigned or transferred.

Section F: Vacancy

Any vacancy on the SSC occurring during the term of a duly elected member shall be filled by a new member selected by the SSC Chairperson and affirmed by the SSC.

Article III: Officers

Section A: Officers

The officers of the SSC shall be a chairperson, vice-chairperson, secretary, and other officers the SSC may deem desirable.

The chairperson shall:

- Preside at all meetings of the SSC
- Sign all letters, reports, and other communications of the SSC
- Perform all duties incident to the office of the chairperson
- Have other such duties as are prescribed by the SSC

The vice-chairperson shall:

- Represent the chairperson in assigned duties
- Substitute for the chairperson in his or her absence

School Site Council Bylaws

Section B: Election and Terms of Office

The officers shall be elected annually at the August meeting of the SSC and shall serve for one year, or until each successor has been elected.

Section C: Removal of Officers

Officers may be removed from office by a two-thirds vote of all the members.

Section D: Vacancy

A vacancy in any office shall be filled at the earliest opportunity by a special election of the SSC for the remaining portion of the term of office.

Article IV: Committees

Section A: Subcommittees

The SSC may establish and abolish subcommittees of its own membership to perform duties as shall be prescribed by the SSC. At least one member representing teachers and one member representing parents shall make up the subcommittee. No subcommittee may exercise the authority of the SSC.

Section B: Other Standing and Special Committees

The SSC may establish and abolish standing or special committees with such composition to perform such duties as shall be prescribed by the SSC. No such committee may exercise the authority of the SSC.

Section C: Membership

Unless otherwise determined by the SSC, the SSC chairperson shall appoint members of standing or special committees. A vacancy on a committee shall be filled by appointment made by the chairperson.

Section D: Terms of Office

The SSC shall determine the terms of office for members of a committee.

School Site Council Bylaws

Section E: Rules

Each committee may adopt rules for its own government not inconsistent with these bylaws or rules adopted by the SSC, or policies of the district governing board.

Section F: Quorum

A majority of the members of the committee shall constitute a quorum, unless otherwise determined by the SSC. The act of a majority of the members present shall be the act of the committee, provided a quorum is in attendance.

Article V: Meetings of the SSC

Section A: Meetings

The SSC shall meet regularly and approximately once each month. Special meetings of the SSC may be called by the chairperson or by a majority vote of the SSC.

Section B: Place of Meetings

The SSC shall hold its regular meetings in the large conference room of the main office.

Section C: Notice of Meetings

Written public notice shall be given of all meetings at least 72 hours in advance of the meeting. Changes in the established date, time, or location shall be given special notice. All meetings shall be publicized in the following venues: Main Office.

All required notices shall be delivered to the SSC and committee members no less than 72 hours and no more than 7 days in advance of the meeting, personally or by mail (or by e-mail).

Section D: Quorum

The act of a majority of the members present shall be the act of the SSC, provided a quorum is in attendance, and no decision may otherwise be attributed to the SSC. A majority of the members of the SSC shall constitute a quorum.

Section E: Conduct of Meetings

Meetings of the SSC shall be conducted in accordance with the rules of order established by California *EC* Section 3147(c), and with *Robert's Rules of Order* or an adaptation thereof approved by the SSC.

School Site Council Bylaws

Section F: Meetings Open to the Public

All meetings of the SSC, and of committees established by the SSC, shall be open to the public. Notice of such meetings shall be provided in accordance with Section C of this article.

Article VI: Amendments

An amendment of these bylaws may be made at any regular meeting of the SSC by a vote of two-thirds of the members present. Written notice of the proposed amendment must be submitted to SSC members at least 5 days prior to the meeting at which the amendment is to be considered for adoption.

Selection of officers for 2022-2023

Nomination for Chairperson

Nomination for vice-chairperson

Updates for 2022-2023 School Year

- Health and Safety Guidelines
  - Current guidelines can be found by following this link:
    - https://www.lodiusd.net/district/departments/business-services/maintenance-and-operations/safety-with-covid-information
  - As of September 17 there will no longer be a weekly testing requirement for unvaccinated staff
- Finals Schedule September 29 and 30.
  - Student Released at 12:45 pm
- Fall Break: October 3 - October 14.
  - Classes Resume on October 17

Review of the 2022-2023 School Plan for Student Achievement (SPSA) Goals, Actions and Initial Budget

- 2022-2023 SPSA was approved by the School Site Council on May 12 2022 and by the Lodi USD Board of Education on June 7, 2022.
- This marked a change in the timeline for the development and approval of the SPSA.

2022-2023 SPSA Goals
Initial Allocation: $159,338

1. English/Language Arts
2. Mathematics
3. English Language Learners
4. Parent Involvement
5. Professional Development
6. Graduation Rate
7. College and Career Readiness
8. School Climate
9. Additional Targeted Supplemental Intervention (ATSI)

English/Language Arts
Initial Allocation: $29,550

Actions

- Provide additional hours for the the following:
  - The creation of, and implementation of an intervention program
  - Continuing to develop and refine common formative assessments and analyze data from those assessments.
- Purchase Supplemental Materials (Books) for the Library
- Purchase supplemental technology for English Language Arts Classes
  - Digital Theater

Mathematics
Initial Allocation: $28,400

Actions

- Added additional funds for more graphing calculators.
- Provide supplemental technology for math classes
  - Edulastic Software
  - Various Hardware
- Provide pay for additional hours for the the following:
  - Planning instruction, analyzing data. Articulating with feeder schools.

English Language Learners
Initial Allocation: $1,999.00

Actions

- Provide release time for EL coordinator to meet with feeder schools.
- Other actions mirrored actions in the English/Language Arts section.

Parent Involvement
Initial Allocation: $6,167.00

Actions:

- Pay for postage for home to school communication
- Provide refreshments for meetings
- Provide additional hours for Community Liaison Assistant and Para-Educators to attend school wide events
- Purchase additional materials for parent resource library

Professional Development
Initial Allocation: $33,000.00

Actions:

- Provide opportunities for teachers, counselors and administrators to attend conferences.

Graduation Rate
Initial Allocation: $10,500.00

Proposed Actions.

- Provide intervention for World Language and Social Science classes
- Provide additional funding for classified staff to assist with graduation related activities.

College and Career Readiness
Initial Allocation: $49,739.00

Actions

- Additional funding for materials.
- Purchase supplemental materials for science, VAPA and Special Education classes.
- Provide additional funding for the AVID Program.
- Provide additional funding for Seminar 101 classes.
- Provide support for counselors to host college application workshops

School Climate
Initial Allocation: $6,150.00

Actions

- Provide additional funding to support school wide PBIS
- Provide additional funding for classified support for PBIS and Community Liaison Assistant
- Added articulation goal

Additional Targeted Support and Intervention (ATSI)

- According to the California Dashboard, Students with Disabilities ranked in the red for suspension rate, graduation, college and career readiness and english language arts and in the orange for mathematics.
- We are required to write a goal detailing how we will address these issues in an effort to move us to the next level.
- Each area is addressed in the school plan.
- There are no additional funds for ATSI.

Next Meeting

The next School Site Council Meeting is tentatively scheduled for Tuesday, November 1, 2022