



School Site Council (SSC)

Victoria Elementary School

Meeting Date: 9/14/2023 | **Time:** 7:30am

Location: 1025 Victoria Street, Costa Mesa CA 92627

Attendance – See sign in sheet

-Principal: 01 | **-Teachers:** 03 | **-Classified Staff:** 02 | **-Parents:** 05 | **-Students:** 00 | **-Guests:** 00

MINUTES

Legal Requirements/ Training Covered:		
Check topic(s) covered at this meeting and reflected in minutes.		
X	1	Training provided for all SSC Members on procedures, roles, and responsibilities.
X	2	Annual notification of Uniform Complaint Procedures .
	3	Develop, evaluate, and approve the Single Plan for Student Achievement (SPSA) , including the proposed expenditures of funds, and Annual Evaluation . Review and approve the SPSA Needs Assessment Approve current year SPSA/Annual Evaluation, including proposed expenditures of funds Mid-Year SPSA Progress Report Develop next year's SPSA Approve draft of next year's SPSA/Annual Evaluation
	4	Involve parents in planning, review, and improvement of school Parent/Family Engagement . Notification and discussion of Parent Education Opportunities and Family Engagement Opportunities that are offered during the school year Review the Parent/Family Needs Assessment (Title I Schools) Review and evaluate current Parent/Family Engagement policy Revise (if needed) and approve Parent/Family Engagement policy
	5	Review and approve the Comprehensive School Safety Plan .
	6	Review and approve the Home-School Compact (Title I Schools).
	7	Provide input on the Local Control Accountability Plan (LCAP) using slides provided by the Special Projects department.
	8	Develop and/or approve SSC Bylaws .

I. Welcome and Introductions/Call to Order

(Open the meeting and state the time. Count the members present. Indicate if a quorum is met. A quorum is 51% of the total School Site Council membership. If a quorum is not met, the meeting can proceed as an informational meeting only; items may not be voted on.)

The meeting was called to order at **07:35 AM** by Anita Peacock. A quorum is met,

A. Approval of Minutes

(The minutes are either approved and seconded as read or as corrected.)

N/A this week.

B. Approval of Proposed Agenda

(The agenda is either approved and seconded, or members may vote to add items.)

Anita Peacock read the proposed Agenda. It was moved by Kelly Walsh and seconded by Kim Hernishin that the agenda be approved

II. Committee Reports

(This section includes correspondence and various committee or advisory committee reports. Each report could conclude with a motion that the Council must address. Summarize reports, discussion, parent input, comments, or actions taken.)

A. Elections

1. Anita Peacock nominated Kim Hernishin to be Co-president; Jennifer Chirco seconded the motion. The motion carried unanimously.
2. Anita Peacock nominated Danielle Csergei to be secretary. Kim Hernishin seconded the motion. The motion carried unanimously.

III. Requirements Covered

(List the topic(s) to be addressed from the numbered list above. Summarize discussion, parent input, comments, or actions taken.)

A. SSC Training

1. Went over the SSC Training PowerPoint presentation; (included as an attachment.)

B. Uniform Complaint Procedures

IV. Unfinished Business/Follow Up on Topics

(This section includes any issue that was not concluded, postponed, or tabled during the prior meeting. The chairperson and principal would add these items to this section of the agenda. Summarize discussion, parent input, comments, or actions taken.)

- A. Tuesday or Friday Meeting Day?** Dr. Peralta suggested changing our meetings from Thursday to Tuesday mornings. Everyone agreed to switch from Thursdays to Tuesdays.

V. New Business/Other Presentations or Guest Speakers

(This section includes any new issues before the Council. Include any announcements in this section. Summarize discussion, parent input, comments, or actions taken.)

A. SSC Board Elections

VI. Adjournment

(A motion to adjourn may be made at any time of the meeting. The Council should establish a timeline for its meetings. If the business cannot be completed, a special meeting of the Council should be called to address the remaining agenda items.)

Dr. Peralta moved to adjourn. The SSC Meeting was adjourned at **08:14 AM**.

Minutes submitted by: **Danielle Csergei, Admin Assistant**