

School Site Council Meeting Minutes

Tuesday, October 3, 2023, at 3:30pm at San Pasqual Union

Meeting called to order at 3:32.

Members Legge-Beekman, Dussia, Lopez, Mokhtari, Vitale, Timpe, Burroughs, and Grassy present.

Members Hansen, Graves, Clark, and Cutchin were not present.

Guests welcomed and the pledge of allegiance recited.

Hearing of the public. No comments shared.

Legge-Beekman motioned to approve agenda and minutes. Burroughs seconded the motion.

Legge-Beekman amended the minutes' approval to include typo corrections. Corrections made.

Mr. Burroughs provided School Site Council orientation, including:

- SSC procedures follow Roberts Rules of Order (similar to Governing Board)
- Brown Act in effect to promote transparency
- Council operates in an open session (with few exceptions)
- Expectation for members to attend meetings in person and that only in person attendees can cast votes

Election of Chairperson, Vice Chairperson and Secretary.

- Member Legge nominated as Chairperson by Member Grassy, seconded by member Dussia, passed 8/0
- Member Graves was nominated as Vice Chairperson by Member Legge, seconded by Dussia, passed 8/0
- Member Grassy nominated as Secretary by member Legge, seconded by member Mokhtari, passed 8/0

Mr. Burroughs shared the upcoming SSC dates for 2023-2024.

- Regularly scheduled meeting
 - Tuesday, 12/5/23
 - Tuesday, 2/6/24

- Tuesday, 5/7/24
- Library Review Compliant Committee meeting dates tentatively scheduled as follows:
 - Tuesday, 11/7/23
Update: Postponed to provide more time for committee members to review materials.
 - Tuesday, 1/9/24
Update: Likely Board Meeting date. Rescheduled to 1/16/24.
 - Tuesday, 3/5/24

Discussion of District Review Committee Complaint Process

- Board Regulation 6163.1 Library Media Centers updated June 2023 by board
 - Establishes SSC as Review Committee
 - District Review Committee meetings are triggered by formal filed complaints. SSC members agreed to use a standard review sheet prior to Committee review meeting
 - Review sheet offers opportunity for clarity prior to meeting
 - Establishes more objective, formal process to help come to an agreement
 - Encourages thorough examination
 - Ability to notate and annotate all viewpoints
 - SSC voted to recommend changes to verbiage to reflect the following changes:
 - Original “ The District Review Committee shall convene, in a private session, within 15 business days of receipt of the complaint to review the materials in question. The time frame may be extended to align with regularly scheduled meetings of the School Site Council”
 - Change to: “The District Review Committee shall convene, in an open session, ~~within 15 business days of receipt of the complaint~~ to review the materials in question. The time frame ~~may be extended to~~ shall align with regularly the next scheduled meeting of the School Site Council
 - Original “The committee's written decision and its justification shall be forwarded to the Superintendent or designee for final review. Thereafter, the decision will be provided to the complainant. If the complainant remains unsatisfied, the decision may be appealed to the Governing Board. The decision of the Governing Board shall be final. (AR 1312.2)”
 - Change to: “The committee's written decision and its justification shall be forwarded to the Superintendent or designee. ~~for final review~~. Thereafter, the Superintendent or designee decision will communicate the School Site Council's decision to the complainant. If the complainant remains unsatisfied, the decision

may be appealed to the Governing Board. The decision of the Governing Board shall be final. ~~(AR-1312.2)~~

Update: On 10/10/23, Governing Board approved changes recommended by SSC.

Legge-Beekman motioned to approve the District Review Committee process as reflected above. Member Timpe seconded the motion, motion passed 8/0.

SUPERINTENDENT/PRINCIPAL'S REPORT

- Mr. Burroughs gave updates from our DELAC team, including 1st DELAC meeting (9/6), Upcoming meeting on 11/6 Also shared plans for upcoming parent/family training along with DELAC's participation in Fall Book Fair and Harvest Night.
- Upcoming items/events are coming up include:
 - 10/6 - Staff Professional Development Day (No School) \
 - 10/13-10/20 - PTO Book Fair
 - 10/16-10/20 – Parent Teacher Conferences (minimum days all week)
 - 10/19 - Great American Shakeout & Loved Ones Lunch
 - 10/21 - SP Foundation's Scramble for the Saints
 - 10/23-10/27 - Red Ribbon Week

NEXT MEETINGS:

11/7/23 - Review Committee *Update: Postponed to 1/16/24.*

12/5/23 - Regularly Scheduled SSC Meeting