



**Bobby Duke Middle School  
School Site Council  
Agenda Meeting #1 - September 9, 2024  
Room 102 @ 4:30 pm**

Join Zoom Meeting

<https://cvusd-us.zoom.us/j/7239263862?pwd=cjdkc3g4MFYwNGJzdnhqdKKNHE5dz09&omn=88998675585>

Meeting ID: 723 926 3862

Passcode: 232476

Purpose: Orient members to the rights and responsibilities of the School Site Council.

- I. Welcome: Meeting called to order at 4:30 pm
  - a. Roll Call (sign-in sheet) - Rosa Perez, Soila Fuentes, Maria De La Torre, Melissa Molina, Fabiola Andrade, Maria Gonzalez, (Celena Leal Toledo, Cindy Ramirez), Adam Warren, Carlos Munoz, Eric Fernandez, Esperanza Avina, Wendy Valdez (Alysha Infante, Jennifer Casals)
  - b. Introduce newly elected members
    1. Report of Election Results and Seating of New Representatives
      - a) Chairperson - to organize, convene, and lead the SSC meetings  
(1) Rosa Perez
      - b) Vice Chairperson - to serve in the absence of the Chairperson  
(1) Melissa Molina
      - c) Secretary - records actions taken at SSC meetings and keep records  
(1) Soila Fuentes
      - d) New Teacher Member - Mr. Eric Fernandez
  - c. Public comments
- II. SSC Training
  - a. Review rights and responsibilities - Training
  - b. Review School Site Council/English Learner Advisory Committee Terms
    1. [Robert's Rules of Order](#)
- III. SSC Bylaws
  - a. Review, amend (*if necessary*), and approve bylaws - Warren Motioned, No Discussion, Munoz Seconds.
- IV. Review of SPSA goals and actions
  - a. Title I Home Documents
    - i. Home School Compact
    - ii. Parent Involvement Policy
- V. Additional Items

a. Vote for Alternative Members

1. Mr. Munoz Motion to have alternative members in case parent members can not show up, No Discussion, Ms. Valdez Seconds - Unanimous Ayes
  - a) Cindy Ramirez, Maria Gonzalez, Celena Leal- Toledo, Scarlet Avila
2. Ms. Valdez Motion to have alternative member in case a school member can not show up, No Discussion, Mr. Fernandez Seconds - Unanimous Ayes
  - a) Jennifer Casals, Alysha Infante

VI. Adjournment

- a. 5:46 pm Mr. Warren Motioned, and Mr. Fernandez Seconded - Unanimous Ayes

\*Post 72 hours before the date of the meeting