

North Verdemont Elementary  
 SSC Minutes  
 September 19, 2024  
 9:00 a.m.  
 NV Library

**I. Call to Order and Welcome:** The meeting was called to order by Harold Olivo, at 9:06 a.m.. Interpretation was provided.

**II. Roll Call:**

Member Type	Member Name	Present	Absent
Principal	Harold Olivo	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Classroom Teacher	Gerardo Gandarilla	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Classroom Teacher	Gabrielle Teanio	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Classroom Teacher	Veronica Garcia	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Other Staff Member	Jesicah David	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Parent/Community Member	Heather Jansen	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Parent/Community Member	Melanie Robinson	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Parent/Community Member	Jennifer Corrigan	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Parent/Community Member	Ilda Jimenez	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Parent/Community Member	Rachel Wengel	<input checked="" type="checkbox"/>	<input type="checkbox"/>

**Guests:** See sign-in sheet.

**Quorum Met:** Yes (10 out of 10 members present)

**III. Reading and Approval of Minutes from May 2nd, 2024:** All members and guests were provided with a copy of the minutes in English and Spanish. Time was given to review the minutes. Gabrielle Teanio made a motion to approve the minutes from May 2nd, 2024 as presented. Jennifer Corrigan seconded the motion. There was no additional discussion nor were there recommended changes or additions.

**VOTE:** 10 Yeas, 0 Nays, 0 Abstain-motion carried.

**IV. Old Business:** None

**V. New Business:**

**a. School Site Council Training:** All members and guests were provided with copies of the SSC Training PowerPoint presentation. The SSC Training was presented by Harold Olivo. The following topics were presented, reviewed and discussed: SSC overview, responsibilities, composition, nomination, elections, DAC, agendas, minutes, quorum, Robert's Rules of Order, meeting requirements, Greene Act, SPSA, Title I funds, LCFF/LCAP, budget expenditures, and Federal Program Monitoring. Mr. Olivo asked if there were any comments or questions. Rachel Wengel asked for more clarification regarding Robert's Rules of Order. Mr. Olivo explained that it is a guideline which we must follow during meetings, much like how today's meeting has been conducted. There were no further questions.

**b. Present Results of Membership Election and the new Composition of School Site Council Members:** Mr. Olivo announced the SSC members who are returning for the second year of their term: Gerardo Gandarilla (Teacher), Gabrille Teanio (Teacher), Heather Jansen (Parent/Community Member), Melanie Robinson (Parent/Community Member), Ilda Jimenez (Parent/Community Member), and the administrator who is permanent Harold Olivo.

Mr. Olivo then announced the results of the 24-25 SSC Membership Election as follows:

There was a need to fill 2 vacancies in the "Parent/Community Member" category. The following 2 parents/community members were elected: Jennifer Corrigan with 59 votes and Rachel Wengel with 46 votes.

There was a need to fill 1 vacancy in the "Other" member category. The following "Other" member was elected: Jesicah David with 9 votes.

There was a need to fill 1 vacancy in the "Teacher" member category. The following 1 teacher member was elected: Veronica Garcia with 10 votes.

**c. Election of Officers within the new School Site Council Membership (Chair, Vice-Chair, and Secretary):** Mr. Olivo reviewed the roles and responsibilities of each officer (Chair, Vice-Chair, and Secretary). He informed the members that they could self-nominate or nominate another member for the officer position.

Heather Jansen nominated herself for **Chair**. Mr. Olivo asked if anyone else would like to be nominated. No one else expressed an interest. Jesicah David seconded the nomination. There was no discussion.

**VOTE:** 10 Yeas, 0 Nays, 0 Abstain-motion carried.

Jennifer Corrigan nominated Ilda Jimenez for **Vice-Chair**. Mr. Olivo asked if anyone else would like to be nominated. No one else expressed an interest. Gerardo Gandarilla seconded the nomination. There was no discussion.

**VOTE:** 10 Yeas, 0Nays, 0 Abstain-motion carried.

Gerardo Gandarilla nominated himself for **Secretary**. Mr. Olivo asked if anyone else would like to be nominated. Rachel Wengel expressed an interest. Rachel Wengel asked if she could shadow Mr. Gandarilla and learn more about the role for the future position. There was no more discussion. Mr. Olivo seconded the nomination.

**VOTE:** 10 Yeas, 0 Nays, 0 Abstain-motion carried.

- d. Election of District Advisory Council (DAC) Representative (Parent/Community Member), and Alternate:** Mr. Olivo reviewed the roles and responsibilities for the District Advisory Council (DAC) Representative and Alternate. The hybrid DAC meetings take place once a month, from 5:30 to 7:00 pm.

Mr. Olivo called for a nomination for DAC Representative. Melanie Robinson nominated herself for **DAC Representative**. Mr. Olivo asked if anyone else would like to be nominated. No one else expressed an interest. Mrs. David seconded the nomination. There was no discussion.

**VOTE:** 10 Yeas, 10 Nays, 10 Abstain-motion carried.

Mr. Olivo called for a nomination for DAC Alternate. Rachel Wengel nominated herself for **DAC Alternate**. Mr. Olivo asked if anyone else would like to be nominated. No one else expressed an interest. Mr. Gandarilla seconded the nomination. There was no discussion.

**VOTE:** 0 Yeas, 0 Nays, 0 Abstain-motion carried.

- e. Distribute SSC Bylaws for review, input, and eventual approval in September:** All members and guests were provided with copies of the SSC Bylaws. Mr. Olivo asked that the bylaws be taken home for review and brought back to the next SSC meeting, for input, discussion, and approval.
- f. Annual presentation of the Uniform Complaint Procedures:** A copy of the Uniform Complaint Procedures (UCP) was provided in English and Spanish. The Uniform Complaint Procedures cover the laws, programs, and bases upon which a complaint may be filed. They also include a complaint timeline, as well as a process for appeals. Mr. Olivo reviewed the *Uniform Complaint Procedures* and explained that it is a required procedure for filing complaints. It is important to provide parents the process by which assistance may be obtained in the event that they should have a conflict with their school. Mr. Olivo also explained the importance of giving school administration the opportunity to address concerns. He stressed the desire of North Verdemont to resolve any issues that may arise. Mr. Olivo asked if there were any questions or concerns. Jennifer Corrigan asked where other parents can get a copy of the UCP. Mr. Olivo stated that copies of the UCP were sent home as part of the beginning of the school year packet, and that additional copies are available in the front office. There were no further questions.
- g. Present a summary of the 2024-2025 SPSA Section 1 and Section 2:** Harold Olivo presented North Verdemont's 2024-2025 School Plan for Student Achievement (SPSA) for all in attendance. A copy of the plan was made available for anyone who preferred to follow along, utilizing the copy. Mr. Olivo provided a summary of the 2024-2025 SPSA

development process and stated that the SPSA is a written plan, developed by the School Site Council (SSC), school staff, and educational partners. He also specified that the returning members of the council had previously taken part in the process. Mr. Olivo provided a brief summary of Sections 1 and 2 in the SPSA, as follows:

**Section 1** consists of the *Purpose, Involvement, Resource Inequities*. The purpose briefly describes how the school plan effectively meets the ESSA requirements in alignment with the LCAP and other federal, state, and local programs. The educational partner involvement process describes how, when, and with whom the school consulted as part of the planning process for the SPSA/Annual Review and Update. Finally, resource inequities are briefly identified and described as a result of the required needs assessment.

**Section 1** continues with the *Program Evaluation-Needs Assessment* and is the process for monitoring and evaluating the LCAP and Title I planned expenditures (strategies/activities). It is focused on the outcomes, or results of program activities, and assists with decision making. Through an analysis of qualitative/quantitative, site-based and District data, North Verdemont determines whether programs are effective/not effective, and whether they should be continued/discontinued, or modified. The evaluation was conducted by North Verdemont staff, administration, and the SSC, as part of the SPSA development process.

North Verdemont articulated the achievement towards meeting the educational goals set during the 2024-2025 school year, and completed an analysis of data leading to the actual outcome. The Goals Section contains the following: Goal 1 English Language Arts, Goal 2 Mathematics, Goal 3 English Learners, Goal 4 Chronic Absenteeism (K-12), Goal 5 Suspension, and Goal 6 Parent-Family Engagement.

**Section 2** contains the *LCAP and Title I Action Plan*, and is inclusive of the *Possible Future Expenditures: LCAP and Title I*.

Mr. Olivo asked if there were any questions or concerns. There were no further questions.

## **VI. Committee Reports**

- a. ELAC:** The site will hold its first meeting on September 19, 2024, from 10:30 - 11:30 a.m.
- b. DAC:** The next hybrid meeting is scheduled for October 10, 2024 from 5:00 - 7:30 p.m., BCUSD Board of Education Room
- c. DELAC:** The next hybrid meeting is scheduled for October 4, 2024 from 9:30 - 11:30 a.m., SBCUSD Board of Education Room
- d. DAAAC:** The next hybrid meeting is scheduled for October 3, 2024 @ 5:00 p.m., Cajon High School.

**VII. Public Comment:** Mr. Olivo asked for public comment. Mrs. Corrgian asked about the Superintendent Parent Advisory Committee and if that is the same as the District Advisory Committee (DAC). Mr. Olivo informed her that they served two different purposes and they are not the same. There were no further public comments.

**VIII. Adjournment:** The meeting was adjourned by Mr. Olivo at 10:01 a.m.