Minutes for SSC Meeting
Richmond College Prep School Site Council (SSC) Meeting Minutes

Date:10/30/2024]
Time:5:30 pm -6:30pm
Location: Zoom meeting

Attendance

1. Sarah Lego (Director) – **Present**
2. Ariana Valencia (Teacher) – **Present**
3. Amelia Wilson (Teacher) – **Absent**
4. Sandra Arevalo (Teacher) – **Present**
5. Erika Solis (Staff Member) – **Absent**
6. Cynthia Cuautzo (President) – **Present**
7. Karen Alvarado (Vice President) – **Present**
8. Latonia Roberts (Secretary) – **Absent**
9. Martine Blake (Parent Voter) – **Present**
10. Ebony Blake (Parent Voter) – **Absent**
11. Tomasa Espinoza
12. Jesus Espinoza
13. Gabriela Valencia
14. Celia Vargas
15. Mayra Govea
16. Maria Trejo
17. Keisha Prier

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1. Roll Call / Llamada a la reunión

The meeting was called to order, and roll call was conducted. Members present:

- Sarah Lego
- Ariana Valencia
- Sandra Arevalo
- Amelia Wilson
- Cynthia Cuautzo
- Karen Alvarado
- Martine Blake

Members absent:

- Erika Solis

- Latonia Roberts
- Ebony Blake

2. Approval of Minutes / Aprobación de las actas de septiembre

- The minutes from the September meeting were reviewed.
- Motion to approve the minutes was made by Cythia Cuautzo Roman and seconded by Karen Alvarado.
- **Vote:** All in favor, motion carried.

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3. Discussion / Discusión

Review RCP Visión and SSC Norms / Revisión de la Visión de RCP y de las Normas del SSC

- The council reviewed the current norms of the Site Council and the vision statement of Richmond College Prep School. No changes were proposed.
- **Public Comment / Comentario Público:** No public comments were made.

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4. New Items / Nuevos Artículos

Review and Finalize Scope and Sequence for the Year / Revisar y Finalizar el Alcance y Secuencia para el Año

- A discussion was held to review the scope and sequence for the year.
- Members discussed key academic milestones and reviewed the timeline for the year.
- **Public Comment / Comentario Público:** No public comments were made.

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5. Discussion / Discusión

Instructional Data and Next Steps / Datos de Instrucción y Próximos Pasos
Objective: Analyze the beginning of year data and provide feedback to improve student outcomes.

- The council reviewed beginning of year academic data, including MAP Reading, MAP Math, DIBELS, and Reading Fluency scores.
- **Key Points:**

    - Adjustments will be made to schoolwide strategies to better support students, particularly those who are struggling academically.
    - Additional resources, such as tutoring or intervention programs, were identified as possible supports for the remainder of the school year.
- **Public Comment / Comentario Público:** Martine Blake raised a concern regarding the **significant gap** in the 5th-grade ELA MAP scores. Specifically, she noted that **3RD AND 5TH GRADE** scored below the expected level in ELA. She asked whether this is a **recurring trend** or if it's a one-time issue.
- **All groups** suggested coming up with resources for students help with homework and literacy nights and math nights back to rcp as they thought this additional supports families believe they may make a great impact on students
- **Tomasa Espinoza** suggested enlisting 8th grade students to assist 3rd and 5th graders, particularly with reading, as they are falling behind.

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6. Development of Next Agenda / Desarrollo de la Próxima Agenda

Discussion on items to include for the next meeting.

Suggestions for next agenda:

- Review school attendance data
- Review attendance plans provide feedback that supports improved attendance.
- Plan attendance incentives
- Create survey to measure social emotional learning

Outcome: Data-driven Action plan to improve attendance.

- **Public Comment / Comentario Público:** No public comments were made.

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7. Announcements

Drive Through Drop Off
Join us for one of our **two Community Meetings** where you'll learn all about this innovative procedure and how it will benefit our school community!

Meeting Dates:

- **- **Tuesday, November 12th**** @ 6:00PM
- **- **Thursday, November 21st**** @ 6:00PM
- Early Release Wednesday-Parent Survey
- SSC Survey
- **Public Comment / Comentario Público:** No public comments were made.

Adjournment / Fin de la reunión

- The meeting was adjourned at 6:00 pm