

Heritage SSC Meeting Minutes

8-19-21

2:30 – 3:30 pm ~ virtual meeting MS Teams

I. Call to Order	Ruth Diaz de Leon - principal	0 minutes
<ul style="list-style-type: none"> Called to order at: 2:44 pm Time-keeper: Secretary – Laura Otero 		

II. Introduction of Committee Members / Roll Call	Ruth Diaz de Leon	5 minutes
<ul style="list-style-type: none"> Roll Call: Ruth Diaz de Leon, Dr. Karon Schnitzer, Megan Villa, Lily Terwilliger, Alicia Camberos Aimee Cisneros, Claudia Carballo, Monette Andres, Laura Otero, Patricia Marroquin <ul style="list-style-type: none"> Members Present: All Members Not Present: Patricia Marroquin Establish quorum 		

III. Action: Approval of Minutes	Ruth Diaz de Leon	5 minutes
<ul style="list-style-type: none"> Review minutes from previous meeting dated Approve minutes <ul style="list-style-type: none"> Motion to approve by: Seconded by: Those in favor / those opposed: Motion carries (yes/no) 		

IV. Action: Approval of Meeting Agenda	Ruth Diaz de Leon	5 minutes
<ul style="list-style-type: none"> Review agenda – Role of SSC, budget for school, SSC bylaws, Officer vote Approve agenda <ul style="list-style-type: none"> Motion to approve by: Megan Villa Seconded by: Aimee Cisneros Those in favor /those opposed Motion carries (yes/no): Yes Ms. Diaz de Leon gave an overview of the above agenda items 		

V. Principal's Report -Information	Principal Diaz de Leon	5 minutes
<ul style="list-style-type: none"> First meeting of year and Ms. Diaz de Leon introduced agenda items that will be discussed over course of year, as well as schedule for meetings 		

VI. New Business-Information	Principal Díaz de León	15 minutes
<ul style="list-style-type: none"> Officer duties SSC commitment Voting Meeting format – virtual for now Budget – LCAP money freed up b/c district is paying for onsite computer tech at 30 hrs/wk for each school. Additional LCAP money available = 45K Budget spend review – noon duty position is open, and there is a shortage of noon duties 25K books and supplies Office and other 5K Refreshments 2K Other – 2K Services and other – 2K Travel – 1K Rent, leases, maintenance – 7.5K District publications – 1K 		

- Elect new officers:
 - Chairperson: Aimee Cisneros
 - Vice Chair: Megan Villa
 - Secretary: Laura Otero
 - Motion to approve by: Ruth Diaz de Leon
 - Seconded by Aimee Cisneros/Megan Villa
 - Those in favor/those opposed
 - Motion carries (yes/no): yes
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VII. Old Business-Action**Principal Diaz de Leon****10 minutes**

- Safe School Plan – due soon, please review
- Review single plan for student achievement- based on CAASP

VIII. Subcommittees-Information**Principal Díaz de León****5 minutes**

- DAC Representative- non elected
- School Safety – non elected
- Single plan for student achievement – Laura Otero, Alicia Camberos

IX. Roundtable Q & A**Principal Diaz de Leon****5 minutes**

- No questions

X. Announcements**Ruth Diaz de Leon****5 minutes**

- Ad hoc questions or announcements by SSC members, if any
- Next meeting:
 - Date: September 8th, 2021
 - Time: 2:30pm – 3:30pm
 - Location: Heritage Conference Room/MS Teams

XI. Meeting Adjournment**Ruth Diaz de Leon****1 minute**

- Meeting adjourned at: 3:28 pm