

San Jose Charter Academy

School Site Council Minutes #4

Members:

Rachelle Touzard, Robert Gil, Dennis Wong, Lawanda Brown, Contessa Ruiz
Erin Shiroma, Donna Hale, Jennifer Gillette, Brittany Williams, Pam Soto

February 19th, 2025

Welcome	Mrs. Hale welcomed everyone. Members not in attendance: Rachelle Touzard, Contessa Ruiz, Lawanda Brown, Dennis Wong
January, 2025 Minutes Review & Approval	Reviewed minutes from the January 22nd, 2025 meeting. Motion was made to approve the minutes by Dr. Soto, Seconded by Mrs. Gillette. Aye: 6 ; Noes 0 Minutes Passed.
Parent Ambassador Leaders (PALs) Program	Mrs. Shiroma shared some information she got from a prior SSC member parent who had joined this program. Application closes end of next week, Sunday March 2nd. This program was also shared with PTO members. You get compensation of \$500 in the form of a gift card. 20-hour time commitment for training and then community outreach events. Please share this with parents that you feel would be interested in this and reach out to them. Mrs. Shiroma has charged each of us to choose someone that we think would be a good fit for this.
Comprehensive Safety Plan	Mrs. Hale discussed the updated SJCA Comprehensive School Safety Plan. She shared that we have revamped the plan to include updated requirements for this year and next. Sections included in the Plan: • Objective Of The Plan/Vision for Safety • Assessment of School Safety/Crime ◆ 23-24 Suspension/Expulsion Data ◆ 23-24 Attendance Rates ◆ 23-24 Chronic Absenteeism ◆ Spring, 24' MRA (School Satisfaction) Survey Results • Firearm Safety Notification • Protocol for Dangerous, Violent, Unlawful Activities (Added Jan. 24') • Suicide Prevention Plan • Opioid Overdose Protocol (Added Jan. 24') • Cybersecurity/Cyber Safety • Child Abuse Reporting • Disaster Procedures/Protocols/Evacuation Maps • Emergency Response Guidelines for: ◆ Aircraft Crash ◆ Animal Disturbance ◆ Lockdowns ◆ Biological/chemical release

	◆ Active Threats (Bomb, Suspicious package, etc.) ◆ Bus Disaster ◆ Disorderly Conduct ◆ Earthquake ◆ Explosion ◆ Fire in surrounding area/on campus ◆ Flooding ◆ Loss/Failure of Utilities ◆ Car Crash ◆ Psychological Trauma ◆ Food/Water Contamination ◆ Unlawful Demonstration or Walkout ◆ Emergency Evacuation Maps/Campus Maps ◆ Security Camera Protocol • Emerg. Procedures for Special Needs Students (Effective Jan. 24') • Emerg. Circumstances for Special Needs Students in case of school closure (Effective Jan. 24') • Threat Assessment/Early Identification Procedures ◆ Public Use for Emergency Shelter ◆ Suspension/Expulsion Policies/Procedures ◆ Procedure for notifying teachers of dangerous pupils (Effec. Aug. 24') ◆ Nondiscrimination/Harassment Policy & Procedures ◆ Dress Code ◆ Safe Ingress/Egress ◆ School Discipline • Workplace Violence Prevention Plan (Effec. July, 24') • Cardiac Emergency Response Plan • Health Guidance for Sports during Extreme Heat Mrs. Hale asked if there were any comments or questions. Mrs. Hale shared that the Safety Plan is housed in the front office for anyone who would like to review it and that the Safety Plan must be reviewed by Police & Fire Department personnel and as well as SJCA Board for their approval. All members present signed off on the approval of the Safety Plan. Mrs. Hale will be reaching out to the WCPD to get their approval. The plan was submitted to the SJCA School Board in February for their approval.
Celebration of Learning	Dates: March 20 th & 21 st .

Topics for Next Meeting: