



El Capitan Middle School

School Site Council (SSC) 1st Quarter Meeting

Date of Posting: 9/19/2022

Meeting Date: 9/22/2022

Location: Library

Starting Time: 3:00pm

Ending Time: 4:30pm

Outcomes:

- Explain the purpose of SSC, roles and responsibilities of the SSC members
- Elect officers and district Parent Advisory Committee (PAC) representative
- Receive information on by-laws, academic progress, SPSA, LCAP, parent engagement, plan for professional learning, English Learners, & UCP
- Discuss and begin to analyze school’s academic instructional program
- Determine future meeting dates, times and training schedules

Representatives & Staff: SSC members Patricia McCurley, Temma Curry, Shaylene Myers, Greg Sullivan, Belinda Hulsey, Jessica Prado, and Toulou Thao. Guests: All staff, parents, and members of the public are invited to attend.

Agenda Item	Action Requested	Responsible Person(s)	Time Limit
Call the Meeting to Order	None	Principal	2 minutes
Roll Call—establish quorum	None	Principal	1 minute
Changes/Additions to the Agenda	Approval/Modification of the agenda	Principal	1 minute
Secretary’s Report	Approval/Amendments	Principal until election of secretary	5 minutes
Report of Officers, Standing & Special Committees	Determined by site SSC	Determined by site SSC	5 minutes
Public Comment (This is an opportunity for members of the public to provide information to the school site council) 2 minutes per person	Under the open meeting law, no action related to public comment may be acted upon at the meeting. Issues raised at this meeting may be scheduled for another school site council meeting.	Principal until the election of chairperson	10 minutes
Unfinished Business	None	Principal until the election of chairperson	1 minute

<p>New Business</p> <ul style="list-style-type: none"> a. Review the purpose & duties of the SSC (SSC training DVD or YouTube). b. By-laws (Review) c. Review the roles and responsibilities of SSC officers. Nominate and elect SSC officers: <ul style="list-style-type: none"> • Chairperson • Vice-chairperson • Secretary • PAC representative • PAC alternate d. Receive input from ELAC on programs for ELs e. Review SPSA, modify or eliminate ineffective activities, identify barriers, examine budgets-introduce f. Review staff PD for the year g. LCAP Review & Discuss h. UCP Review i. Student Achievement -Blueprint for Academic Success j. Discuss future meeting dates, training, and agenda items. 	<p>Information & discussion.</p> <p>Discuss (Determine if revision is necessary, appoint a sub-committee to review and propose amendments)</p> <p>Discussion, nomination and election of officers.</p> <p>Discussion</p> <p>Information, discussion</p> <p>Discussion & approval Information and discussion Information Information and discussion</p> <p>Information and approval</p>	<p>Principal until a chairperson is elected</p>	<p>80 minutes</p>
<p>Evaluation (ways to improve the meeting) and Adjournment</p>	<p>Meeting input and approval to adjourn</p>	<p>Chairperson</p>	

List of handouts: By-laws, SPSA goals, Home School Compact, Parent Engagement Policy, Professional Development Plan

*****Thank you for coming*****