



**El Capitan Middle School
School Site Council (SSC) 1st Quarter Meeting's**

Sign in - English

Date of Posting: 9/17/2023

Meeting Date: 9/21/2023

Location: Library

Starting Time: 3:00

Ending Time: 4:00

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
- Review ATSI/CSI status and progress
- Discuss and begin to analyze school's academic instructional program
- Determine future meeting dates, times and training schedules

Representatives & Staff: SSC members Patricia McCurley, Greg Sullivan, Temma Block, Belinda Hulse, Jessica Prado. Guests: All staff, parents, and members of the public are invited to attend the meeting.

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		Principal	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 election of chairperson	10 minutes

Unfinished Business	N/A	Principal until election of chairperson	0 minutes
New Business <ol style="list-style-type: none"> a. Review the purpose & duties of the SSC (SSC training DVD or YouTube). b. Nominate and elect SSC officers: (see site bylaws) <ul style="list-style-type: none"> • Chairperson • Vice-chairperson • Secretary • PAC representative • PAC alternate c. By-laws (Review) d. Receive information on academic progress, parent engagement, plan for professional learning, English Learners e. Review SPSA, modify or eliminate ineffective activities, identify barriers, examine budgets-introduce f. LCAP Review & Discuss g. UCP Review h. Review/Approve School Safety Plan i. Discuss & begin to analyze school's academic instructional program j. Discuss future meeting dates, training, and agenda items. 	Information & discussion. Discussion, nomination and election of officers Discuss/Revisions Discussion Information, discussion Discussion & approval Information and discussion Information and discussion Information and approval	Principal until chairperson is elected	45 minutes
Evaluation (ways to improve the meeting) and Adjournment (see QR code below)	Meeting input and approval to adjourn	Principal until election of chairperson	

List of handouts: By-laws, SPSA goals, Current Home School Compact

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



