Newport-Mesa Unified School District

School Site Council (SSC)

Victoria Elementary

Meeting Date: **1-23-2025** | **Time:** **7:45am**

Location: 1025 Victoria Street, Costa Mesa Ca 92627

Attendance – See sign in sheet

-Principal: 01 | **-Teachers:** 03 | **-Classified Staff:** 01 | **-Parents:** 02 | **-Students:** 00 | **-Guests:** 00

MINUTES

Legal Requirements/ Training Covered: Check topic(s) covered at this meeting and reflected in minutes.		
	1	**Training** provided for all SSC Members on procedures, roles, and responsibilities.
	2	Annual notification of **Uniform Complaint Procedures**.
	3	Develop, evaluate, and approve the **School Plan for Student Achievement (SPSA)**, including the proposed expenditures of funds, and **Annual Evaluation**. Review and approve the SPSA Needs Assessment Approve current year SPSA/Annual Evaluation, including proposed expenditures of funds Approve the Prop 28 Expenditure Plan Mid-Year SPSA Progress Report Develop next year's SPSA Approve draft of next year's SPSA/Annual Evaluation
	4	Involve parents in planning, review, and improvement of school **Parent/Family Engagement**. Notification and discussion of Parent Education Opportunities and Family Engagement Opportunities that are offered during the school year Review the Parent/Family Needs Assessment (Title I Schools) Review and evaluate current Parent/Family Engagement policy Revise (if needed) and approve Parent/Family Engagement policy
	5	Review and approve the **Comprehensive School Safety Plan**.
	6	Review, revise (if needed) and approve the **Home-School Compact** (Title I Schools).
	7	Provide input on the **SPSA & Local Control Accountability Plan (LCAP)** using slides provided by the Special Projects department.
	8	Develop and/or approve **SSC Bylaws**.

I. Welcome and Introductions/Call to Order

(Open the meeting and state the time. Count the members present. Indicate if a quorum is met. A quorum is 51% of the total School Site Council membership. If a quorum is not met, the meeting can proceed as an informational meeting only; items may not be voted on.)

The meeting was called to order at **7:**53 am by Aaron Peralta. A quorum is met with 6

A. Approval of Minutes

Dr. Aaron Peralta read the Minutes from the previous meeting. It was moved by Anita Peacock and seconded by Aaron Herrel that the minutes be approved as written.

B. approval by 6 - moving forward with current agenda

II. Committee Reports

A. None

III. Requirements Covered: School Comprehensive Safety Plan

A. Discipline data is improving. suspension is down 24 to 9. Mutual combat was 4 both last year and this year. NO expulsions.
    1. Last year 5 incidents that required suspension. Data shows that those 5 suspensions were with the same two students. Plans would be put together to support those students.

B. School culture - survey kids.
    1. Healthy kid survey for 5th grade. Must be taken with parent consent. Ask questions about drug use, alcohol, etc..
    2. Climate survey for the school. School survey does not ask such questions. Climate survey asks basic questions such as, do I feel safe at school, adults treat me with respect at school, and supervision is fair at school.
    3. Healthy kids survey data was discussed.
    4. 28 of the 5th grade students took the Healthy Kid survey last year
        a) Lowest data was regarding students not feeling that they have input on what they are learning and input on school rules etc.
        b) Students can give input on but things such as curriculum are standard and set by the state of California.

C. Beginning on page 10 of the packet: things we deal with on a daily basis.
    1. protecting students and staff by ensuring that we know who is on campus and why they are here.
    2. campus being closed when school is in session with the exception of Flag Deck. After Flag Deck campus is closed.
    3. volunteers complete a background process
        a) onboarding process for volunteers, checking in, getting a badge, etc.
        b) Anyone on campus without a badge, will be approached and asked to go through the process of checking in.
    4. All gates closed and locked - all gates are self-closing gates with the exception of the back gate but it is locked from 8:40 to primary release. custodian walks perimeter daily to ensure a secure campus. Each person has to buzz in through the locked front door.
    5. Raptor System

D. Beginning on Page 12: Second Goal. Ingress and Egress.
    1. Safe routes to and from school walking, ride a bike, on a scooter. students off bikes, scooters.
        a) walk and bike to school day.

b) training with the CM team regarding safe practices when riding bikes and scooters.
    (1) two assemblies per year. safe bike assembly. twice per year.
    (2) Ross Minion and Rick Erickson
c) Crossing guard,
d) PBIS Activities.

IV. Traffic flow. Traffic was audited this year.
A. Our ability to keep the flow was seen as impressive.
B. The signal it is difficult to exit the parking lot when the signal is green.
C. Well staffed in the parking lot to ensure safety.

V. Disaster Drills
A. Monthly drills,
B. Disaster drills. twice per year.
    1. Hands on safety drill that requires staff to practice with students for things such as a student has a cut on their forehead or a broken leg.
    2. Mild simulation. Staff is required to use their training and practice.

VI. Beginning on page 14 - promote a safe and orderly environment
A. PBIS, positive behavior intervention support practice.
    1. Encourage students to let adults know when there is an issue between students so that they can talk their way through problems. Restorative practice. How to deal with this situation and solve the problem.
    2. Kids come up with solutions to these problems. May require follow up. Kids learn how to deal with these issues and difficulties with others. and learn skills to diffuse issues.
B. Question from Parent (Sarah Arapain) asking about a behavioral aide for students that has a behavior issue. Do we offer a one on one?
C. Answer: we operate under federal and state law to use the least restrictive options. wrap around team is behavior interventionist, teacher, psychologist, counselor, etc.. A one-to-one aide is most restrictive and requires and IEP for a one on one.
D. Using our school plan offers support before things get to the point of suspension or disciplinary action. Plans are put together and support is offered to reinforce good choices and lend help when needed.
E. Attendance procedures. Attendance hotline. Weekly newsletter.

VII. Beginning Page 15 Character counts.
A. Monthly Character traits featured.
B. Awards are for students who demonstrate when students show those qualities they are awarded.
C. Keri Marrs offers items in the library to support the character traits.
D. Staff gave input about how to continue these practices such as the “Let’s be Kind” campaign. Additional assemblies regarding kindness, courtesy, and respect.

VIII. Beginning on Page 16 - examples of servant leadership.
A. At Flag Deck we have different campaigns such as the food drive and fire fighter campaign. The more the students are involved in the community, students feel empowered that they make a difference.
B. Beautification - mural input.
C. food drives and coin drives
D. Peers look out for one another
    1. buddy bench,
    2. peace pact - scripted peer resolution conflict.

3. Upper graders work with younger students and use the peace path. empowers students with agency to resolve things on their own.
4. Always looking for things through the city for students and family to participate.

E. Attendance in an ongoing challenge. Here at Victoria, we have a more sensitive population that students have conditions such as cerebral palsy, down syndrome, etc.. that cause attendance. Short term independent study program. but can be used when it is absolutely necessary to get students from unexcused absences to credit.

F. Question from parent Sarah Arapian: does the group home have students that attend only briefly? Does that affect attendance?

G. Answer: Usually does not affect attendance unless they have school refusal. Many group home students are in a different specialized program and many group home students do not attend Victoria. Many that do come here from the group home, want to be here. School is a good escape they want to be here. School is where their needs for attention and self-development occur. Many group home students have excellent attendance. That group home is an accredited group home with wrap around support. Students must quality for the group home program. All those kids need loving adults. School is a safe and supportive place to provide that.

IX. Beginning on Page 18 - Bullying

A. Always an area to look at is: reducing the number of bullying incidents. How do we respond and what do we do?

B. Counselor - implements research-based programs.
1. pushes into classrooms for morning meetings
2. littles might read a book and have a discussion
3. might focus on a certain trait or topic.

C. assembly speakers

D. working with all staff on intervention methods

E. Presentations: one was done recently regarding anti-bullying - for parents. It helps parents feel empowered to support their students when they might be having an issue with bullying and provides the tools for parents to help their own children at home and. how to work together with the school.

F. PBIS team and process. positive behavior reinforcement.

G. What do good choices look like in the classroom, or line, or the cafeteria.

H. When student do not respond to the PBIS positive reinforcement

I. MTSS team. focus on 2 or 3 behaviors. Incentivize the student to earn rewards by good behavior.

J. evaluate the MTSs process by evaluating the data.

K. Always looking to make things better and improve support for students to improve student success. Utilize student success team.

X. Parent question: (Aaron Herrel) - does the counselor introduce herself at meetings and for parent exposure.

XI. Answer: Yes, we will calendar “Coffee with the Principal” usually a Friday after flag deck to have a parent meeting - informal but intimate team meeting with parents.

A. Present at “Coffee with the Principal” will be the intervention team or the counselor or other staff members that can provide topics and support with parents that are involved.

XII. Sara Arapian suggestions; kids seem very close and tight knit. Gotchas will be given by teachers but are there any ways that the kids support each other. suggestion of peer generated “gotcha” or positive reinforcement from peers. If a friend did something great, they could give positive feedback from peers to peers. Aaron said he would communicate with student council leaders with this idea.

XIII. Zoom Parent Comment: (Cristina Razo) Another way to recognize a student that was used in prior years was to have students awarded with being "Principal for the Day"

XIV. Unfinished Business/Follow Up on Topics

(This section includes any issue that was not concluded, postponed, or tabled during the prior meeting. The chairperson and principal would add these items to this section of the agenda. Summarize discussion, parent input, comments, or actions taken.)

A. none

XV. New Business/Other Presentations or Guest Speakers

(This section includes any new issues before the Council. Include any announcements in this section. Summarize discussion, parent input, comments, or actions taken.)

A. none

XVI. Adjournment

(A motion to adjourn may be made at any time of the meeting. The Council should establish a timeline for its meetings. If the business cannot be completed, a special meeting of the Council should be called to address the remaining agenda items.)

Aaron Herrel moved to adjourn. The SSC Meeting was adjourned at **8:55 am**. Parents signed the document about what was discussed.

Minutes submitted by: **Tammy Kavathan, Administrative Assistant**

Newport-Mesa
Unified School District

Consejo Escolar (SSC)

Nombre de la escuela aquí

Fecha de la reunión: | **Hora:**

Ubicación: Introduzca aquí la dirección del plantel o el ID de Zoom

Asistencia – Hoja de registro de llegada

-Director Escolar: 01 | **-Maestros:** 00 | **-Personal clasificado:** 00 | **-Padres:** 00 | **-Estudiantes:** 00 | **-Invitados:** 00

MINUTAS

Requisitos legales/Capacitación cubierta: Consulte los temas tratados en esta reunión y reflejados en las minutas.		
	1	**Capacitación** impartida a todos los miembros del SSC sobre procedimientos, funciones y responsabilidades.
	2	Notificación anual de los **procedimientos uniformes de reclamación**.
	3	Elaborar, evaluar y aprobar el P**lan Único para el Rendimiento Estudiantil (SPSA)** incluidos los gastos de fondos propuestos, y la **Evaluación Anual**. Revisar y aprobar la evaluación de necesidades del SPSA Aprobar la Evaluación Anual/SPSA del año actual, incluidos los gastos de fondos que se proponen Informe del progreso del SPSA de medio año Desarrollar el SPSA del próximo año Aprobar el borrador de la evaluación anual/SPSA del próximo año
	4	Involucrar a los padres en la planificación, revisión, y mejora de la **participación de los padres/familias** en la escuela. Notificación y conversación sobre las oportunidades de educación para padres y oportunidades de participación familiar que se ofrecen durante el año escolar Revisar la Evaluación de Necesidades de Padres/Familias (Escuelas de Título I) Revisar y evaluar la política actual de participación de padres y familias Revisar (si es necesario) y aprobar la política de participación de padres/familias
	5	Revisar y aprobar el **Plan Integral de Seguridad Escolar**.
	6	Revisar y aprobar el **Acuerdo entre Hogar y Escuela** (planteles Título I)
	7	Proporcione información sobre el **Plan de Responsabilidad de Control Local (LCAP)** utilizando diapositivas proporcionadas por el departamento de Proyectos Especiales.
	8	Desarrollar y/o aprobar los **Estatutos SSC**.

I. Bienvenida e Introducciones / Llamada al Orden

(Abra la reunión y indique la hora. Cuente los miembros presentes. Indique si hay quórum. Un quórum

es el 51% del total de miembros del Consejo Escolar. Si no alcanza el quórum, la reunión puede proceder como una reunión informativa solamente; los temas no podrán someterse a votación.)

La reunión fue iniciada a las **00:00 PM** por el/la presidente(a) _____ El quórum es [alcanzado/no alcanzado].

A. Aprobación de las minutas
(las minutas se aprueban y secundan tal como se leen o se corrigen.)

_____ lee las minutas de la reunión anterior. _____ presentó la moción y fue secundada por _____ para que las minutas sean [aprobadas en su forma escrita / aprobadas en su forma enmendada].

B. Aprobación del Orden del Día Propuesto
(la orden del día es aprobada y secundada, o los miembros pueden votar para agregar puntos.)

_____ lee la Orden del Día propuesta. _____ presentó la moción y fue secundada por _____ para que la Orden del Día sea [aprobada /enmendada].

II. Informes del Comité
(Esta sección incluye correspondencia y varios informes del comité o comité asesor. Cada informe podría concluir con una moción que el Consejo debe abordar. Resuma los informes, los debates, aportaciones de los padres, comentarios o medidas adoptadas).

A.

III. Requisitos cubiertos
(enumere el tema o temas que se abordarán en la lista numerada anteriormente. Resuma los debates, las aportaciones de los padres, los comentarios o las acciones tomadas.)

A.

IV. Asuntos pendientes/Seguimiento de temas
(Esta sección incluye cualquier asunto que no haya sido concluido, pospuesto o presentado durante la reunión anterior. El presidente y el director escolar añadirán estos temas a esta sección del orden del día. Resuma los debates, las aportaciones de los padres, los comentarios o las acciones tomadas.)

A.

V. Nuevas iniciativas/otras presentaciones u oradores invitados
(esta sección incluye cualquier tema nuevo ante el Consejo. Incluya cualquier anuncio en esta sección. Resuma los debates, las aportaciones de los padres, los comentarios o las acciones tomadas.)

A.

VI. Cierre de reunión
(En cualquier momento de la reunión podrá presentarse una moción de cierre de reunión. El Consejo debería establecer un calendario para sus reuniones. Si no se puede concluir la labor, se debería convocar una sesión especial del Consejo para tratar los temas restantes del programa.)

_____ se propone el cierre de reunión . Se cierra la reunión de la SSC a las **00:00 PM**.

Las minutas fueron presentadas por: **Nombre y título**