



School Site Council MINUTES

Wednesday, October 6, 2025, 3:45 p.m., Library

SUMMARY OF MINUTES

CONSENT ITEMS: Selection of Chair, Vice Chair, and Secretary

REPORTS: None.

MOTIONS: None.

ACTION ITEM: Principal will inform SSC at the next meeting when the School Plan for Student Achievement (SSA) and School Safety Plan (SSP) are due to the school board for approval.

ACTION ITEM: Principal will provide the amount of unused Title 3 funding from 2024-2025 school year and the math and ELA data at next SSC meeting.

ACTION ITEM: Principal will invite school ELD coordinator to attend the next SSC meeting to present recommendation(s) for spending Title 3 funding.

ACTION ITEM: Principal will add SSC meeting dates to the school website.

ACTION ITEM: Principal will send out agenda for next SSC meeting set for 10/20/25, 3:45 pm, Library.

Call Meeting to Order: 3:52 pm

Initial Meeting Led by: Steven Hubbell, Principal.

Attendance: Steven Hubbell, Principal/Admin

Alan Dilanyan, Student

Marco Duenckel, Student

Britta Maslyk, Counselor

Anush Avagyan, Teacher/Classified (via FaceTime)

Natalie Setaghian, Teacher/Classified

Nancy Choi, Campus Supervisor

Jim Tarouilly, Assistant Principal/Admin

Jennifer Freemon, Assistant Principal/Admin

Limor Zimskind, Parent

Kelly Duenckel, Parent

Absent: Esther Jun (Student), Chris Corral (Teacher)

Quorum Met: Yes.

CONSENT ITEMS:

School Site Council members in attendance agreed to the 2025-2026 member/officers by consent:

Chair – Alen Dilanyan
Vice Chair – Limor Zimskind
Secretary – Kelly Duenckel

SSC OVERVIEW:

Principal Hubbell indicated that SSC meetings were governed by Robert’s Rules (e.g., format of motions, presenting an agenda, approving meeting minutes) and follows the Green Act (exempts legislative bodies from the Brown Act if specifically listed in Education Code § 35147). The main duties of the SSC are:

Approval of the School Plan for Student Achievement (SSA) and School Safety Plan (SSP) to be presented for school board approval; last year the returning members believed this occurred at a February school board meeting;

Approval of expenditures from the Title 3 supplemental funding including the spending of Immigrant funding (\$36,987.12) and LEP funding (\$39,191.75).

ACTION ITEM: Principal will inform SSC at the next meeting when the School Plan for Student Achievement (SSA) and School Safety Plan (SSP) are due to the school board for approval.

Principal Hubbell indicated that our Title 3 funding included \$36,987.12 for Immigrant support and \$39,191.75 for LEP support. There was some discussion about whether the Title 3 funding was used for 2024-2025. Principal Hubbell said he would contact Ian, the assigned financial analyst to BHS, to find out. Principal Hubbell indicated that Jenna Stewart, the ELD Coordinator wanted to present her recommendations on how to apply the Title 3 funding.

ACTION ITEM: Principal will provide the amount of unused Title 3 funding from 2024-2025 school year and the math and ELA data at next SSC meeting.

ACTION ITEM: Principal will invite school ELD coordinator to attend the next SSC meeting to present recommendation(s) for spending Title 3 funding.

Discussion was had about ensuring the public could find out about upcoming SSC meetings.

ACTION ITEM: Principal will add SSC meeting dates to the school website.

ACTION ITEM: Principal will send out agenda for next SSC meeting set for 10/20/25, 3:45 pm, Library.

Adjournment: The meeting was adjourned at 4:50 p.m.

Next SSC Meeting: October 20, 2025, 3:45 p.m., in the Library.

Kelly Duenckel, Secretary

Date Approved as Read/Corrected (circle one)