



School Name: **Bret Harte Elementary School**

School Site Council (SSC) Agenda/Minutes

Meeting Date: Aug 28, 2025	Meeting Location: Bret Harte
Starting Time: 5:30 pm	Ending Time: 6:32

Participants: Elected SSC Council Members. All staff, parents, and members of the public are invited.

Item/Time Limit	Actions Requested	Person Responsible	Comments/Parent Advice
Call to Order (1 min.)		Chairman: Adam	Meeting called to order at 5:33 PM
Roll Call (1 min.)		Secretary: Megan	Tiffany Smith (Teacher) excused. All remaining members present.
Additions/Changes to Agenda (1 min.)		Chairman	No changes.
Reading and Approval of Minutes (3 min.)	May 2025 minutes	Chairman	Adam Gothard made a motion to approve the May minutes. Richard Blatchford seconded, and the minutes were approved unanimously
Reports of Officers/Committees (min.)		Chairman	None
Public Comment (2 min. Per person)		Chairman	No public comment

***Under the Open Meeting Law, no action related to public comment may be acted upon at the meeting. Issues raised at the meeting may be scheduled for another SSC meeting, as approved by the council. Public comment is generally limited to two minutes per person.**

Unfinished Business (min.)			
New Business (5 min.)	Legal Retirements of SSC	Chairman/ Administration	Reviewed SSC Legal requirements.
New Business (10 min.)	SSC Membership Elections	Chairman/Admin	1. Chairperson 2. Vice Chairperson 3. Secretary 4. Parliamentarian

			Sonia Carillo nominated Adam as Chairperson Tim Miller nominated himself for vice chairperson Meg De Courcy nominated herself for parliamentarian Michael Rule nominated Christina Roulet for secretary Adam Gothard moved to approve the slate of candidates as read; Tim Miller seconded the motion. The motion passed by unanimously.
New Business (10 min.)	SPSA Updates	Chairman/ Administration	1. CSI funds expire Sep 30, 2025 2. Review funding sources and move allocations of CSI funds and Title I 3. Jasmine Piring Jones reviewed the attached changes to allocations. Motion: Jasmine Piring Jones moves to approve the reallocation of \$30,000 in CSI funds to fund Supplemental Materials (Goal 1.2), increasing the CSI allocation and removing Title I from this strategy. Rationale: Ensures one-time purchases (Lexia, Zoophonics, ESGI, Heggerty, libraries) are paid for with expiring CSI funds. Adam Gothard seconded the motion. Vote: 9 yes, 0 no, 0 abstain Motion: Jasmine Piring Jones moves to approve reallocating \$18,000 Title I to fund Subs for Academic Conferences (Goal 1.3), including funds allocated initially to Goal 1.3 and Goal 1.11. Tim Miller seconded the motion

			Vote: 9 yes, 0 no, 0 abstain Motion: Jasmine Piring Jones moves to approve the cancellation of \$25,000 CSI for PD in August (Goal 1.6). Rationale: August has passed, so these funds can no longer be used. Richard Blatchford seconded the motion Vote: 9 yes, 0 no, 0 abstain Motion: Jasmine Piring Jones moves to the removal of Title I from Parent Training (Goal 1.11). Rationale: I-Ready can do this training without costs Michael Rule seconded the motion Vote: 9 yes, 0 no, 0 abstain Goal 2 – Math Motion: Jasmine Piring Jones moves to approve changing the \$20,000 Supplemental Materials (Goal 2.3) from Title I to CSI. Rationale: Materials like Nearpod and Ready Math are a one-time purchase, appropriate for CSI. Meg de Courcy seconded the motion Vote: 9 yes, 0 no, 0 abstain Motion: Jasmine Piring Jones moves to approve funding of \$10,000 for Subs for Academic Conferences (Goal 2.5) through Title I. Rationale: Ongoing staffing expense, aligned with Title I. Tim Miller seconded the motion Vote: 9 yes, 0 no, 0 abstain Motion: Jasmine Piring Jones
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			moves to approve splitting Teacher PD (Goal 2.6) into \$5,000 Title I and \$5,000 CSI. Rationale: Allows flexibility while aligning recurring costs with Title I and immediate training costs with CSI. Julissa Leal seconded the motion Vote: 9 yes, 0 no, 0 abstain Goal 3 – Chronic Absenteeism Motion: Jasmine Piring Jones moves to approve adjusting Professional Development (Goal 3.5) to \$6,460 Title I and \$25,200 CSI, shifting its focus to culture and climate PD. Rationale: Moves prepaid, purchase-type expenses into CSI while maintaining ongoing PD costs in Title I. Adam Gothard seconded the motion Vote: 9 yes, 0 no, 0 abstain
10. New Business (10 min.)	ELAC Updates	Administration	1. Principal's Assurance List
11. New Business (min.)	Staffing Updates	Administration	New PE teacher hired and onboarding. Mr. Andrew McKimmy (RSP Aide) starts on Sep 8, 2025 Ms. Milton (3rd Grade) starts on Sep 2, 2025 . Still hiring for 4th-6th SDC and 4th-6th SDC IA
12. Adjournment (min.)			The meeting was adjourned 6:32pm

Prepared By: Jasmine Piring Jones Signature: 
 Next Meeting Date: Sep 18, 2025

Attach sign-in sheet

Goal	Strategy	Funding Source	Amount (\$)	Change
Goal 1 - ELA	1.2 Supplemental Materials	CSI	30000	Funding Source and increased funds from 1.3
Goal 1 - ELA	1.3 Subs for Academic Conferences	Title I	18000	Funding Source and funds from 1.3 and 1.11
Goal 1 - ELA	1.5 Supplies	LCFF EL	5000	No Change
Goal 1 - ELA	1.5 Supplies	LCFF LI	15000	No Change
Goal 1 - ELA	1.6 PD (August)	CSI	0	August has passed, so we cannot have PD
Goal 1 - ELA	1.8 SCOE Coach	Title I	6508	No Change
Goal 1 - ELA	1.9 Teacher PD	CSI	15000	No Change
Goal 1 - ELA	1.10 Tech for RIT	CSI	15000	No Change
Goal 1 - ELA	1.11 Parent Training	Title I	0	Allocated funds to 1.11
Goal 2 - Math	2.3 Supplemental Materials	CSI	20000	Funding Source
Goal 2 - Math	2.5 Subs for Academic Conferences	Title I	10000	Funding Source
Goal 2 - Math	2.6 Teacher PD	Title I	5000	Funding Source
Goal 2 - Math	2.6 Teacher PD	CSI	5000	Decrease by \$5000
Goal 3 - Chronic Absenteeism	3.4 Field Trips	LCFF LI	10000	No Change
Goal 3 - Chronic Absenteeism	3.5 Professional Development	Title I	6460	Funding Source
Goal 3 - Chronic Absenteeism	3.5 Professional Development	CSI	25200	Decrease, change PD to be culture and climate professional development
Goal 3 - Chronic Absenteeism	3.6 Computers for Office	LCFF LI	6432	No Change
Goal 4 -	4.2 Translation	LCFF EL	1315	

Reclassification				
Goal 5 - Culture and Climate	5.3 P.E. Equipment	LCFF LI	7800	
CSI = \$110,200				
Title I = \$45,968				
LCFF EL = \$6,315				
LCFF LI = \$39,232				
➡ Overall Total = \$201,715				