



## School Site Council (SSC)

Agenda/Minutes  
Chelsea Public Schools

**School Name:** John Silber Early Learning Center

**Principal:** Margo DiBiasio

<b>Meeting Date:</b> 11/20/25	<b>Meeting Location:</b> John Silber Early Learning Center
<b>Starting Time:</b> 8:52 AM	<b>Ending Time:</b> 9:10 AM

**Participants:** All staff, parents and elected SSC members invited.

Item/Time Limit	Actions Requested	Person Responsible
<b>1. Call to Order</b> (1 minute)		<b>Chair</b> Meeting called to order by Margo DiBiasio
<b>Comments/Parent Advice</b>		
<b>2. Roll Call</b> (1 minute)		<p style="text-align: center;"><b>Secretary</b> Roll Call – Margo DiBiasio</p> <p>The following SSC members were present: Margo DiBiasio, Krishell Ventura, Hillary Paul Metcalf, Lori Lousedes, Joanna Glennon, Tracy Podol, Vilma Rojas-Lopez, Nahomy Turcios, Juana Murcia, Katie Laundre</p> <p style="text-align: center;"><b>Absent:</b> Delmy Mejia Perez</p>
<b>Comments/Parent Advice</b>		

3. Additions/Changes to Agenda (1min)		N/A  <b>Chair</b>
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<b>Comments/Parent Advice</b>		
4. Reading and Approval of Minutes (1 min.)		<b>Secretary</b>  Minutes Approved
<b>Comments/Parent Advice</b>		
5. School Site Council Voting Dates (5min.)	<b>*Not Applicable</b>	<p>Following dates must be voted on to confirm school year meeting schedule for School Site Council:</p> <p>We will meet on the <b>third Thursday of each month at 8:45 AM.</b></p> <p>If any meeting needs to be canceled or rescheduled, you will be notified in advance. Otherwise, the meeting will be moved to the next monthly meeting date.</p> <p>Proposed meeting dates:</p> <ul style="list-style-type: none"> <li>• Thursday, December 18</li> <li>• Thursday, January 15</li> <li>• Thursday, February 26</li> <li>• Thursday, March 19</li> <li>• Thursday, April 16</li> <li>• Thursday, May 21</li> </ul>

**Comments/Parent Advice**

Hillary - Approved dates

Vilma - Approved dates

-Nahomy - Approved dates

Margo - Approved dates.

Krishell - Confirmed that we will proceed and notify all ELC families in advance of the scheduled meeting dates for this school year.

<p><b>6.Parent Teacher Conferences (5min)</b></p>	<p><b>*Not Applicable</b></p>	<ul style="list-style-type: none"> <li>○ Margo – Parent-Teacher Conferences will be held on <b>December 10th and December 12th</b>. Your child’s teacher will reach out to schedule a <b>one-on-one meeting</b> to discuss your child’s progress.</li> <li>○ There will be <b>NO SCHOOL for PreK and Kindergarten students</b> on both days. <b>First grade students will attend school</b> on both days, as they follow the district Parent-Teacher Conference schedule. First grade will have <b>early release on December 10th</b>.</li> <li>○ Krishell – The <b>Book Fair will be open for all grade levels on both days</b>. Late day on December 11th from 8:00am from 4:30pm. Normal day on December 10th 8:00am - 2:30pm. All ELC families are welcome to stop by to purchase books and fun accessories from Scholastic.</li> </ul>
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**Comments/Parent Advice**

**\*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.**



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<b>7. Courtyard Renovations (2min)</b>	<b>*Not Applicable</b>	Margo - As you all may have noticed, the courtyard has been through renovations and they are still in the process of adding some finishing touches and a sitting area for staff members for lunch and once the nice weather allows us to be outside more.
<b>Comments/Parent Advice</b>		
<b>11. Issues/concerns /comments (1min)</b>	<b>*Not Applicable</b>	<ul style="list-style-type: none"> <li>○ Margo - Planning the next agenda with Co-Chair Hillary Metcalf. We will schedule a zoom or in person meeting.</li> </ul>
<b>9. Adjournment (1 min.)</b>		<p style="text-align: center;"><b>Chair</b></p> Motion to adjourn meeting by Margo DiBiasio at 9:10AM. Motion seconded by Krishell Ventura. All in favor. No objections. Meeting adjourned at 9:10 AM

Prepared By: Krishell Ventura  
Date: 12/19/25