

San Jose Charter Academy

School Site Council Minutes #2

Members:

Rachelle Touzard, Contessa Ruiz, Robert Torres, Veronica Clairmont, Victor Medina,
Erin Shiroma, Jenniffer Gillette, Brittany Williams, Pam Orozco, 5th Staff: TBD

December 2nd, 2025

Welcome	Mrs. Shiroma welcomed everyone to our December SSC meeting. Members not in attendance: Contessa Ruiz, Rachelle Touzard, Veronica Clairmont. Mr. Torres was introduced to the members.
October, 2025 Minutes Review & Approval	Members were asked to review and make a motion to approved the minutes from our October meeting. Motion was made to approve the minutes by Mrs. Williams, Seconded by Dr. Soto. Aye: 6 ; No 0 Minutes Passed.
By Laws – Final Review & Approval	Mrs. Shiroma reviewed the bylaws. • We need to approve this year’s bylaws • We do not need to have a school site council, we choose to have it • The plan refers to the LCAP ○ Goals and metrics for funds ○ Implementation of plans ○ To review the school plan ○ Take other actions as required • Membership ○ Teachers and parents ▪ 5 school personnel ▪ 5 parents ○ Officers ▪ Chairperson Erin Shiroma ▪ Vice chair-Pam Orozco ▪ Secretary-Jennifer Gillette ○ Duties ▪ Meet a min of 6 times ▪ Quorum is a simple majority ▪ Make every effort to attend all meetings • If you miss 2 in a row-discuss ▪ Can have committees but it is not common • Make sure we are strategic in what we choose to do • Committees can consist of PTO, wellness committee, etc ○ By Laws can be amended at any time by a 2/3 vote Motion was made to approve the By Laws by Mr. Torres, Seconded by Mrs. Williams . Aye: 6; No 0 By Laws Passed

Title I, II, IV Budget Review & Approval	Mrs. Shiroma reviewed the expenditures for Title I, II, & IV. What is clear is that the budget has not changed. We are funded two years behind. We are not moving and growing at the rate inflation is growing. Title IV funding has not changed even though the price of the supplies has increased. Need to be creative about how to make it work when the finding doesn't change. Need to be intent about what we do. A portion goes to several places: -Well being -Drug and alcohol awareness 6 actions for this budgets 1. Stem coordinators 2. Cyber security stipend for JA club 3. Benefits for the above (25% of the stipend) Close to 30% for benefits 4. Leader in Me Program \$5,000.00 a year 5. Student well being assemblies 6. Stem Supplies for after school clubs These actions are included in the LCAP-One area to view budget monitoring Keep it aligned to the 5 goals. (Technology, top-talent, state standards, etc.) Title I Funding • All monies tied to support socially economically disadvantaged students (SED) ◦ Includes anyone in the household • Total Budget for this is \$271,091 • We are considered a Federally funded Title I School wide ◦ 40 percent is needed to qualify to be schoolwide • How are we going to serve that community ◦ Because we are a schoolwide title I, the whole school can benefit instead of singling out individuals who qualified ◦ Schools are obligated to meet that target • What we spend the money on: ◦ \$168,000 goes to tutoring ▪ Their total salaries including benefits ◦ Reprographics ▪ Toner and servicing and maintenance supplies ◦ Instructional Supplies ▪ Paperclips, paper (All kinds), file folders, etc.-not core curriculum, but the other supplies

- Web content-parent square
 - Final Site School Website license
 - Counselor PESA workshops
 - Follett School Solution-Library software license

Robert asked if all of these are required-

Mrs. Shiromas explained that we are required to use the funding to meet the needs of the families.

Title II Funding-Professional Development \$38,902.00

- A portion of Mrs. Spickler's salary goes to this
- She coordinates the staff professional development

Victor asked if this is the finding set on the number of students we have?

Mrs. Shiroma stated it is.

- COPS grant for \$500,000.00 with a school matching for a total of \$625,000.00
 - This was for physical security
- Another one is a FIMA grant-we are a charter school and technically a non profit-we applied for this grant targeted for cyber security for almost a million dollars
- LAUSD had a breach in their records
 - We need to make sure we are fortified
 - We have a lot of information stored in records

Title IV

- Are kids physically and emotionally safe

These actions and dollar amounts are in the LCAP and Varies from 1.3 to 1.8 million dollars. \$350,000 imbedded in our LCAP

LCAP does service our entire school but there are targeted actions for

- Homeless
- Socially disadvantaged

Previously the target was for specific individuals. We tried to qualify to tier 2-We missed it by a fraction of a percent

Next year our funding will be better because we will get it confirmed to qualify Tier 1 funding and tier 2 funding has a big difference

Who else is in the same boat: Charters and small districts

We use multiple funding streams to create a whole product. It is more challenging but more sustainable.

	Motion was made to approve the Title I, Title II, Title IV budgets by Mr. Torres, Seconded by Mrs. Williams. Aye: 6; No 0 Title Budgets Approved.
Parent Involvement Policy/Activities	Mrs. Shiroma reviewed the Parent Involvement Policy and the activities for this year. She explained that about 3 years ago, this went under a major revision. Read it over the holidays and we will come back to this in January We can add, remove or tweak This is our “Homework” for the next meeting Parent Involvement Activities: Mrs. Shiroma reviewed the parent involvement activities planned for the 25’-26’ school year.
California School Dashboard Indicator Results	Mrs. Shiroma shared the State Report Card of sorts to each district/school in California. Ideally, we want to be in the Blue and NOT in the Red. Data shared: CA dashboard was released November 13 Not a whole analysis yet-it will be presented to the Board first This is the report card for each district in the state Necessary to monitor for progress year after year • Chronic absenteeism • Suspension rates • English learner progress • English language arts • Mathematics • Basics: Teacher, Instructional Materials • Implementation of Academic Standards • Parent and Family Engagement • Local Climate Survey • Access to a Broad Course of Study For those boxes, for us, the standard has been met We are mostly in the Blue (good) One orange-English learner progress-compared to the • You can look up these levels for any district in the State • We have millions of English Language Learners ○ The criteria for EL is: Do they have to code language differently? ○ Not everyone who has a family member or speaks a different

	language is going to be EL • We end up having about 130 students ○ (Number is shifting-about 11 percent) ○ Majority of EL are in Kinder and 1st grade ○ We address language needs in kinder and 1st ○ There is an assessment ▪ Since we are a small school, each gain or drop in a score makes a big difference • One box is suspensions ○ One year we were orange ○ We don't have a lot of suspensions anyway ▪ The criteria for suspensions is specific ○ Students that were suspended had Pot on campus-endangering other students ▪ We missed out on a reward for the school because of the orange, but it was more important for us to have an impact and help students get back on track. ○ This is where the scale does not work to our advantage with our small numbers • We are going to look at our EL students and see where the opportunities are • Mandarin and Cantonese student population is increasing along with our Spanish speaking population • How do we build bridges • Other schools also have increased Asian populations and struggles with things like translations Are there revisions that we can consider in January? Parent workshops are not well attended- What is well attended is our DELAC meetings-about 48 parents attend
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Topics for Next Meeting: