

School Site Council (SSC) Meeting Minutes

CIS Academy

2025-2026

Meeting Date: **Thursday, December 18, 2025**

Time: 3:00 pm

Location / Virtual Link: Wilson Campus Room 218 <https://meet.google.com/wqf-mjzd-tpc>

1. Call to Order

The meeting was called to order at 3:05 pm by Raymond Cross.

2. Roll Call / Establishment of Quorum

Members Present:

- Parents/Guardians: Tonita Fernandez
- Student: Jamari Fernandez
- Teachers: Norma Ohlson, Karen Kobey, Jermaine Love
- Other Staff: Irma Gutierrez
- Principal or Designee: Raymond Cross
- Others present (non-member): Jennifer Pringle

Members Absent:

A quorum was established not established.

Participants discussed quorum requirements and California Educational Code regarding the requirements for schools smaller than 300 students. It was determined that the meeting met the quorum requirements, according to <https://www.cde.ca.gov/fg/aa/co/ssc.asp>.

3. Approval of Agenda

The agenda was reviewed. Teachers elected three representatives. SSC Chair was scheduled to be elected at this meeting. Jermaine Love joined the meeting to establish quorum, so the vote can take place today.

- Motion to approve the agenda as presented as amended
 - Moved by: Raymond Cross
 - Seconded by: Norma Ohlson
 - Vote: 7 For / 0 Against / 0 Abstain
- Motion:** Passed Failed
-

4. Approval of Prior Meeting Minutes

- N/A
-

5. Public Comment

- N/A
-

6. Reports

Principal's Report

The principal provided updates on schoolwide programs, student performance, and operational matters, including enrollment and schoolwide budget overview.

SSC Chair / Officers Report

- N/A
-

7. Information Items (No Action Taken)

The council reviewed and discussed the following informational items:

- Budget update: Principal shared budget overview, including which parts need to be voted on by SSC (Title 1 and LCFF funds only). SSC does not vote on unrestricted or general funds.
-

8. Action Items

8.1 Election of SSC Chair and Secretary

Norma Ohlson nominated Karen Kobey as SSC Chair. Ms. Kobey accepted the nomination.

- Motion to approve not approve
 - Moved by: Norma Ohlson
 - Seconded by: Jermaine Love
 - Vote: 7 For / 0 Against / 0 Abstain
- Motion:** Passed Failed

Karen Kobey nominated Norma Ohlson as SSC Secretary. Mrs. Ohlson accepted the nomination.

- Motion to approve not approve
 - Moved by: Jennifer Pringle
 - Seconded by: Irma Gutierrez
 - Vote: 7 For / 0 Against / 0 Abstain
- Motion:** Passed Failed

8.2 Title 1 Evaluation / Revisions

The council reviewed the Title 1 Annual Evaluation Document, which was shared with everyone. Council focused on goal #1 (Edgenuity) and #5 (Parent Engagement) The council discussed the need to revise the program goals, which can be done for next school year, since this document was from last year's school administration and SSC.

-
-

9. Announcements

The following announcements were shared:

Next meeting will be on January 14 at 2pm in person. Room 218.

Following meetings will be on the second Wednesday of each month:

February 11, 2026

March 11, 2026

April 15, 2026

May 13, 2026

10. Adjournment

- Motion to adjourn the meeting
- Moved by: Raymond Cross
- Seconded by: Jamari Fernandez

- Vote: 7 For / 0 Against / 0 Abstain
The meeting was adjourned at 3:49 pm.
-

Signatures

SSC Chairperson: _____ **Date:** _____

Principal or Designee: _____ **Date:** _____