

e3 Civic High  
SSC/SAC Meeting

Date: October 7, 2025

Time: 4:00 PM-5:00 PM

Location: e3 Civic High

Zoom Link: <https://e3civichigh.zoom.us/j/85908319321>

Slides: [Link](#)

**MINUTES**

Taken By: Marissa Leum

**In Attendance**

<b>In Attendance</b>		
<b>Parents:</b>	<b>Scholars:</b>	<b>Staff:</b>
<input checked="" type="checkbox"/> Liliana Armenta <input type="checkbox"/> Alvin Balthazar <input type="checkbox"/> Vanessa Suarez <input checked="" type="checkbox"/> Alexandra Crawford <input type="checkbox"/> Teresa Suarez	<input checked="" type="checkbox"/> Suzanne Maes <input checked="" type="checkbox"/> Clarissa Peregrina <input type="checkbox"/> Corina Rodriguez <input checked="" type="checkbox"/> Marisol Covarrubias	<input checked="" type="checkbox"/> Dr. Brett Taylor <input checked="" type="checkbox"/> Dr. Carla White <input checked="" type="checkbox"/> Hector Lerma <input checked="" type="checkbox"/> Marissa Leum <input checked="" type="checkbox"/> Catherine Zickefoose <input type="checkbox"/> Alma Casillas <input checked="" type="checkbox"/> Moises Garibay

<b>Item</b>	<b>Action</b>	<b>Discussion</b>	<b>Summary</b>
Call to Order	Informational	Mr. Lerma	Mr. Lerma called the meeting to order at 4:01 p.m.
Public Comment	Informational	Open	There is no public comment.
Welcome	Informational	Mr. Lerma	Mr. Lerma introduced himself and had the committee introduce themselves.
SSC Business: ➤ Election of Vice Chair ➤ SSC Training- Robert's Rules & Greene Act	Voting Informational	Mr. Lerma Mr. Lerma	Mr. Lerma gave an overview of Robert's Rules. He described a quorum and a point of order. Dr.

<ul style="list-style-type: none"> <li>➤ LCAP Overview</li> <li>➤ Budget Overview for LCAP</li> <li>➤ Review and Approve School Safety Plan</li> </ul>	<p>Informational Informational Informational</p>	<p>Dr. Taylor Dr. Taylor Ms. Medina</p>	<p>Taylor also mentioned information regarding agenda items, and we clarified that agendas must be set 72 hours before the meeting. Mr. Garibay nominated Clarissa to be vice chair. Dr. Taylor seconded. Clarissa accepted the nomination. By unanimous vote, Clarissa is now the Vice Chair.</p> <p>Dr. Taylor presented an overview of our LCAP. He explained that the SSC gets to give recommendations for the LCAP. He shared our 5 main goals- Innovative Instruction, Community Schools, Scholar Engagement, Scholar Learning, and Employee Engagement. He shared an overview of each goal and the areas within these goals that were added or changed for this school year.</p> <p>Dr. Taylor then shared an overview of our LCAP budget. For each goal, there is a specified amount of the budget designated.</p> <p>Ms. Medina shared an overview of our school safety plan. One thing implemented this year is our Raptor App for alerts and accountability. Scholars and staff are all trained on the safety procedures for all emergencies. The supervision team also carries radios for safety.</p>
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*To review or obtain copies of materials, please visit the main office of e3 Civic High. To request a disability-related accommodation under the Americans with Disabilities Act (ADA), please email Marissa Leum at [mleum@e3civichigh.com](mailto:mleum@e3civichigh.com) at least 24 hours prior to the meeting. The public is allowed to speak during public comment. Speakers are limited to 3 minutes with a maximum of 5 speakers. Appoint a spokesperson if there is a group concern. Individuals wishing to speak under Public Comment must sign up on the registration sheet prior to the start of the meeting.*

			Another update is the title change from Dean to Assistant Principal. Additionally, the drill schedule has been changed to move the drills to earlier in the school year. A parent shared that she appreciates how safety is a top priority. Ms. Zickefoose shared that the drills and real-life scenarios have run very smoothly this year. She also shared that the team assist button on Raptor is comforting and very helpful. Dr. Taylor also clarified the difference between shelter in place and lockdown.
<p>General Updates:</p> <p>➤ October Events</p>	Informational	Ms. Leum	Ms. Leum shared the upcoming events for October.
Round Table	Informational	Open	Mr. Lerma thanked everyone for attending. Ms. Medina shared that she loves being at e3, and she looks forward to the rest of the school year. Marisol shared that it is interesting to hear about this information because she doesn't usually hear this side of the school. Clarissa shared that we should have more merchandise for e3, like bumper stickers. Ms. Armenta asked if Raptor is just internal. Ms. Medina shared that it is internal and then

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			<p>communicated to parents via ParentSquare. Ms. Crawford shared that she and her daughter are enjoying this school and she appreciates the rigor of the curriculum. Ms. Zickefoose said that this is her favorite school year yet. Dr. White shared her excitement for how many scholars and parents are joining us. Mr. Garibay said that he is excited to be officially on the SSC. Dr. Taylor said that he loves what is happening in e3 and wants us to spread the word.</p>
<p>Agenda Item Consideration for Next Meeting</p> <ul style="list-style-type: none"> <li>➤ Approve October Minutes</li> <li>➤ LCAP Updates</li> <li>➤ Uniform Complaint Procedures</li> <li>➤ Academic Data Review- CA Dashboard</li> </ul>	Informational	Mr. Lerma	<p>Mr. Garibay would like to add e3 uniform options for professional attire as an agenda item for the next meeting.</p>
Adjournment	Informational	Mr. Lerma	<p>Ms. Crawford moved to end the meeting at 4:56 p.m., and Ms. Zickefoose seconded the motion. The meeting was adjourned at 4:56 p.m.</p>

**Upcoming Meeting:**

~~October 7, 2025~~  
 December 2, 2025  
 February 3, 2026  
 April 7, 2025

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