

School Site Council (SSC) Agenda/Minutes Template

Meeting Date: 9-28-26	Meeting Location: Room 9 & Teams
Starting Time: 4:00	Ending Time: 5:00

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
1. Call to Order (1 minute)	None	Chair	
2. Roll Call/Introductions (1 minute)	None	Secretary	
3. Additions/Changes to Agenda (1 min.) See Below		Chair	
4. Reading and Approval of Minutes (1 min.)		Secretary	
5. Reports of Officers/Committees Recommendations from DELAC, and DAC if applicable (SPAC)-superintendent advisory committee (2 min.)		Chair	
6. Public Comment (4min.)	*Not Applicable	Chair	

***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.**

7. Unfinished Business (0min.)		Principal	None
8. New Business (40 min) 1. PD and training for SSC 2. Officers and Bylaws 3. SSC Calendar 4. Review Site Data		Chair/Principal	

5. Upcoming Events		Principal	
10. Adjournment (1 min.)		Chair	Adjourned at 4:50PM

Prepared By:

Date

Attach sign-in sheet

Send completed Agenda/Minutes and sign-in sheet to the Office of Student Learning Assistance

Questions: wanda.shironaka@sanjuan.edu

Legal Mandates and Recommendations

Date Accomplished:

	Selection/Election of SSC Council-Mandate
	Professional Development and Training for SSC-Roles and Responsibilities-Mandate
	Development of SSC Bylaws-Recommended
	Develop Meeting Calendar for 2022-23-Mandate
	Review Student Achievement Data-Mandate
	Monitor the Implementation of the Single Plan for Student Achievement (SPSA) -Mandate
	Coordinate with the Safety Committee regarding the Safe School Plan-Recommended
	Annually review and revise the plan and proposed expenditure of funds-Mandate
	Evaluate the effectiveness of the Single Plan for Student Achievement (SPSA) -Mandate
	For Sites who have ELAC -Coordinate with ELAC to review programs for English learners-Mandate
	For newly identified PI year 1 schools only: Revision of the Single Plan for Student Achievement (SPSA) -Mandate
	For identified PI schools: Ensure that at least 10% of the Title I fund is set aside for Professional Development-Mandate
	Obtain Recommendations from other school site advisory, standing and special committees regarding the focus of the Single Plan for Student Achievement (SPSA) -Mandate
	Develop the Single Plan for Student Achievement (SPSA)-Mandate
	Develop and annually review the school level Parent Involvement Plan and School Parent Compact-Mandate