Middle College High School
SSC Minutes
August 27, 2026
3:00 p.m.
Room C-2

I. Call to Order and Welcome: The meeting was called to order by Kerri Jenkins at 3:13 p.m. Interpretation was provided.

II. Roll Call:

Member Type	Member Name	Present	Absent
Principal	James Espinoza	●	
Other Staff Member	Stephanie Ramirez	●	
Classroom Teacher	Ashley Arrucha	●	
Classroom Teacher	Vanessa Diaz	●	
Classroom Teacher	Kerri Jenkins	●	
Classroom Teacher	James Lasch		●
Parent/Community Member	Vanessa Bastidos	●	
Parent/Community Member	Alma Fuentes	●	
Parent/Community Member	Angelica Ocio	●	
Student Member	Melannie Avila	●	
Student Member	Adriana Garcia	●	
Student Member	Alicia Roark	●	

Guests: See sign-in sheet.
Quorum Met: Yes (*11 out of 12 members present***)**

III. Reading and Approval of Minutes from March 26, 2026: All members and guests were provided with a copy of the minutes in English and Spanish. Time was given to review the minutes. Kerri Jenkins made a motion to approve the minutes from **March 26, 2026,** as presented. James Espinoza seconded the motion. There was no additional discussion, nor were there recommended changes or additions.
VOTE: 11Yeas, 0 Nays,0 Abstentions- motion carried.

IV. Old Business: None

V. New Business

a. **School Site Council Training:** All members and guests were provided with copies of the SSC Training presentation. The SSC Training was presented by Kerri Jenkins. The following topics were presented, reviewed, and discussed: SSC overview, composition, member selection process, Election of SSC Officers, DAC Representative and Alternate, meeting requirements (Greene Act, Bylaws), Robert's Rules of Order, quorum, and SPSA Implementation. Kerri Jenkins asked if there were any comments or questions. There were none.

b. **Present results of SSC Membership Election and new composition:** Kerri Jenkins announced the SSC members who are returning for the second year of their term: Ashley Arrucha (Classroom Teacher), Kerri Jenkins (Classroom Teacher), James Lasch (Classroom Teacher), Angelica Ocio (Parent/Community Member), and the administrator who is permanent, James Espinoza.

   Kerri Jenkins then announced the results of the 2026-2027 SSC Membership Election as follows:

   There was a need to fill 2 vacancies in the "Parent/Community Member" category. The following were elected: Vanessa Bastidos with 13 votes and Alma Fuentes with 11 votes.

   There was a need to fill 1 vacancy in the "Other Staff" member category. The following was elected: Stephanie Ramirez with 5 votes.

   There was a need to fill 1 vacancy in the "Classroom Teacher" member category. The following was elected: Vanessa Diaz with 10 votes.

   There was a need to fill 3 vacancies in the Student Member category. The following were elected: Melannie Avila with 78 votes, Adriana Garcia with 75 votes, and Alicia Roark with 44 votes.

c. **Election of Officers within the *new* School Site Council Membership:** Kerri Jenkins reviewed the roles and responsibilities of each officer (Chair, Vice-Chair, and Secretary). The members were informed that they could self-nominate or nominate another member for the officer position.

   Chair:

   Alicia Roark nominated Melannie Avila for **Chair**. Vanessa Diaz seconded the nomination. Melannie accepted the nomination.

   Angelica Ocio nominated Alicia Roark for **Chair.** Kerri Jenkins seconded the nomination. Alicia accepted the nomination.

   Kerri Jenkins nominated Adriana Garcia for **Chair;** Adriana Garcia declined.

Discussion: Both candidates were given the opportunity to share why they thought they were a good candidate. The council voted.

Melannie Avila Vote**:** 4 Yeas, 0 Nays, 7 Abstentions; motion did not carry.
Alicia Roark Vote**:** 5 Yeas, 0 Nays, 6 Abstentions- motion carried.
Alicia Roark elected as Chair

Vice-Chair:
Kerri Jenkins nominated Melannie Avila for **Vice-Chair.** Melannie Avila seconded the nomination. Melannie Avila accepted the nomination.

Vanessa Diaz nominated Adriana Garcia for Vice-Chair; Kerri Jenkins seconded the nomination. Adriana Garcia accepted the nomination. Kerri Jenkins asked if anyone else would like to be nominated. No one else expressed interest.

Discussion: Both candidates were given an opportunity to share why they wanted to be the Vice Chair. The council voted.
Melanne Avila **VOTE:** 5 Yeas, 0 Nays, 6 abstentions; motion carried
Adriana Garcia **VOTE:** 4 Yeas, 0 Nays, 7 abstentions; motion did not carry
Melannie Avila elected as Vice-Chair

Secretary:
Kerri Jenkins nominated Stephanie Ramirez for **Secretary**. James Espinoza seconded the nomination. Stephanie Ramirez accepted the nomination.

Adriana Garcia self-nominated. Kerri Jenkins seconded the nomination. Adriana Garcia accepted the nomination.

Discussion: Both candidates were given the opportunity to share why they wanted to be the Secretary. The council voted.

Stephanie Ramirez **VOTE**: 0 Yeas, 0 Nays, 11 abstentions. Motion did not carry.
Adriana Garcia **VOTE**: 11 Yeas, 0 Nays, 0 abstentions - Motion carried.
Adriana Garcia elected as Secretary.

d. Election of District Advisory Council Representative (Parent) and Alternate: Kerri Jenkins reviewed the roles and responsibilities for the District Advisory Council (DAC) Representative and Alternate. The hybrid DAC meetings take place once a month, from 5:00 to 7:00 pm.

Kerri Jenkins called for a nomination for DAC Representative. Vanessa Bastidos nominated herself for **DAC Representative**. Kerri Jenkins seconded the nomination. Vanessa Bastidos accepted the nomination. Kerri Jenkins asked if anyone else would like to be nominated. No one else expressed an interest. There was no discussion.
VOTE: 11 Yeas, 0 Nays, 0 Abstentions- motion carried. Vanessa Bastidos was elected as DAC Representative.

Kerri Jenkins called for a nomination for DAC Alternate. Alma Fuentes nominated herself for **DAC Alternate**. Kerri Jenkins seconded the nomination. Alma Fuentes accepted the nomination. Kerri Jenkins asked if anyone else would like to be nominated. No one else expressed an interest. There was no discussion.
VOTE: 11 Yeas, 0 Nays, 0 Abstentions- motion carried. Alma Fuentes was elected as DAC Alternate.

e. **Distribute SSC Bylaws for review, input, and eventual approval:** All members and guests were provided with copies of the SSC Bylaws. Kerri Jenkins asked that the bylaws be taken home for review and brought back to the next SSC meeting for input, discussion, and approval.

f. **Annual presentation of the Uniform Complaint Procedures (UCP):** A copy of the Uniform Complaint Procedures (UCP) was provided in English and Spanish. The Uniform Complaint Procedures cover the laws, programs, and bases upon which a complaint may be filed. They also include a complaint timeline, as well as a process for appeals. Kerri Jenkins reviewed the *Uniform Complaint Procedures* and explained that it is a required procedure for filing complaints. It is important to provide parents with the process by which assistance may be obtained in the event that they should have a conflict with their school. Kerri Jenkins also explained the importance of giving school administration the opportunity to address concerns. She stressed the desire of Middle College High School to resolve any issues that may arise. Kerri Jenkins asked if there were any questions or comments. There were none.

VI. Committee Reports

a. **DAC:** The first meeting will be held on 9/10/2026, from 5:00 p.m. - 7:00 p.m., at the Board of Education building. There is also a link on the SBCUSD website to allow others to attend virtually.
b. **DELAC:** The first meeting will be held on 9/4/2026, from 9:30 a.m. - 11:30 a.m., at the Board of Education building.
c. **DAAAC:** The first meeting will be held on 9/3/26, from 5:00 p.m. - 7:00 p.m., at the Paxam Paxam Welcome Center.

VII. Public Comment: Kerri Jenkins asked for public comment.

Kerri Jenkins and Vanessa Diaz shared about our cheer squad and their recent involvement in SBVC's Opening Day celebration as their official cheerleaders. We have grown from six original members to over 40 members in just a year and a half. James Espinoza thanked Alicia Roark for her leadership and participation in establishing our cheer squad.

James Espinoza shared that Palm Springs Unified School District is visiting us on 9/1/2026. Their entire Board of Education, Superintendent, Assistant Superintendents, principal, union representative, and members from College of the Desert are all expected to attend to view MCHS as a model to start their Middle College High School.

VIII. Adjournment: The meeting was adjourned by Kerri Jenkins at 4:09 p.m.