

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	4:00 Principal O'Brien
2. Roll Call/Introductions (1 minute)	None	Secretary	Alexis Roscoe (Teams), Mahsa Praz, Carrie Wolfe, Christi Munoz, Darcie Turner, Kristi O'Brien, Joe DaMartio, Ari Yant, Jennifer Hustead (Teams), Stephanie Tice
3. Additions/Changes to Agenda (1 min.) See Below		Chair	None
4. Reading and Approval of Minutes (1 min.)		Secretary	None- First meeting of 26/27
5. Reports of Officers/Committees Recommendations from DELAC, and DAC if applicable (SPAC)-superintendent advisory committee (2 min.)		Chair	None
6. Public Comment (4min.)	*Not Applicable	Chair	Carrie Wolfe suggested we open up an invite to current TK parents to see if anyone is interested in joining this year's site council. Carrie Wolfe asked about PTA funding and if parents were able to donate to specific things instead of the voted upon additions. Mahsa Praz asked about the TK/K classrooms and if TK could switch with K. Principal O'Brien shared the dynamics of a room change and pointed out that kindergarten needs more space. They are serving 2 classes, not one. Principal O'Brien also shared construction plans for the interior of the school to allow TK access to the playground.

***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.**



San Juan
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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 4:35 PM

Prepared By: Kristi O'Brien

Date 9/28/26

Attach sign-in sheet

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

Questions: Legal Mandates and Recommendations

Date Accomplished:

6/26	Selection/Election of SSC Council-Mandate
9/28/26	Professional Development and Training for SSC-Roles and Responsibilities-Mandate
Shared 9/29	Development of SSC Bylaws-Recommended
	Develop Meeting Calendar for 2062-27-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



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	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