Westmont Elementary School

Visual and Performing Arts Academy

Ocean View School District • A California Distinguished School

8251 Heil Avenue, Westminster, CA 92683 • (714) 847-3561

Erin Bains, Principal

School Site Council Meeting #1 Minutes

September 22, 2026

A. Call to Order
The SSC Meeting of September 22, 2026 was called to order by Erin Bains at 2:15 PM.

B. Roll Call
Members present: Erin Bains. Alicia Waldschmidt, Alicia Sheikh-Arviza, Jessica Hilton, Becky Martinez.

C. Welcome & Introductions
Erin Bains welcomed all in attendance and introductions were made.

D. Agenda Adoption -- Meeting of SSC on today's DATE
The principal reviewed the meeting agenda. There were no questions. (Any discussion, questions?) A motion by (person) and seconded by (person) to approve as submitted.
Voting: Yes ____ No ____

E. Minutes -- Approval of Minutes from last meeting (list the full date of last meeting)
The Committee reviewed the details of the meeting agenda. (List any discussion, questions?)
A motion was made by ** and seconded by ** to approve the meeting minutes as submitted.
Voting: Yes ___ No ___ (list the amount of votes for each)

F. Public Comment/Communication to SSC. There were no public comments

G.

H. Reports

a. SPSA and Budget Update
Provide an update on your SPSA goals and strategies for this coming school year and actions and document that discussion. (Title 1 schools also need to provide the amount of Title 1 funds the site is receiving, *as of today* and discuss how the site plans to spend the money as it's aligned to the site's SPSA. Document parent input on goals/strategies and incurred and proposed expenditures.

H. Old Business

I. New Business

a. SSC -- Overview and Training
   Principal Bains provided an overview and training of SSC responsibilities. SSC members did/did not have any questions. Document any questions/conversations.
b. SSC Bylaws: Review and Approve
   SSC members reviewed the bylaws. SSC members provided input and did not have any questions. Document any questions/conversations.
   A motion by Becky Martinez and seconded by Alicia Waldschmidt to approve as submitted.
   Voting: Yes 5 No 0
c. Elections
   i. Chairperson -- presides over all meeting of the SSC; signs letters, reports, and other communications for the SSC
      A motion by Erin Bains was made to elect Alicia Waldschmidt as Chairperson, and it was seconded by Becky Martinez Voting: Yes 5 No 0
   ii. Vice-Chairperson -- presides over meetings of the SSC when the Chairperson is absent
      A motion by Alicia Waldschmidt was made to elect Alicia Sheikh-Arviza as Vice-Chairperson, and it was seconded by Erin Bains Voting: Yes 5 No 0
   iii. Secretary -- keeps the minutes of the SSC meetings; sends the minutes to the members, the Principal, & other persons the SSC deems appropriate
      A motion by Alicia Sheikh-Arviza was made to elect Becky Martinez as Secretary, and it was seconded by Erin Bains Voting: Yes 5 No 0

d. Parent Education Opportunities
   Principal Bains shared about the various Family Learning Events scheduled for the year. **Title I sites only**: Additionally, there will be a Title I Annual Parent Meeting scheduled on October 8, 2026.

J. Roundtable/Discussion. There were no additional discussions or items to roundtable OR document additional discussions.
Next Meeting October 13, 2026

K. Adjournment
A motion to adjourn at 3:26 PM was made by Alicia Waldschmidt and seconded by Becky Martinez
Voting:Yes 5 No 0