



School Site Council (SSC)

Minutes for SSC Meeting of October 7, 2025

(date)

Legal Requirements (Check topics to be covered at *this* meeting):

X	1. Other: By-Law
	2. Parent Involvement Policy
X	3. Uniform Complaint Procedures
	4. Parent Education Opportunities
	5. Consolidated Programs Overview
	6. Home-School Compact
X	7. Assessment/Curriculum/ Program Effectiveness

	8. Safety Plan
X	9. Attendance
	10A. SPSA Development
	10B. SPSA Budget
	10C. SPSA Review/Approval
	11. EL Program
	12. R30
	13. Needs Assessment

I. Welcome and Introductions

- Meeting was called at 2:47 pm. The pledge of allegiance was recited.
- Agenda was shown for today's meeting.
- Introductions (name, role, extra information):
 - o Cori Shanahan (parent)
 - o Harold Huang (parent)
 - o Jennifer Marroquin (parent)
 - o Alicia Caley (parent)
 - o Diana Cebreiro (School Admin Assistant)
 - o Katie Knupfer (teacher)
 - o Liz Irving (teacher)
 - o Sarah Pyo (teacher)
 - o Helen Chung (principal)

II. Call to Order

(Open the meeting and state the time. Count the members present. Indicate if a quorum is met. A quorum is 51% of the total School Site Council membership. If a quorum is not met, the meeting can proceed as an informational meeting only; items may not be voted on.)

- A. Approval of Minutes
 - a. Approve: Liz
 - b. Second: Jenn
- B. Approval of Proposed Agenda
 - a. Approve: Liz
 - b. Second: Katie

III. Committee Reports

(This section includes correspondence and various committee or advisory committee reports. Each report could conclude with a motion that the Council must address.)

- DELAC Report
 - o DLAC representative sent to District for approval: Brittanie Hammerle
 - o Jenn Marroquin voted as co-chair of DELAC



IV. Legal Requirements

- *Roles and Responsibilities*
 - Roles and responsibilities discussed (see handout)
 - Attending meetings
 - Looking at general function of the school
 - Family involvement
 - Voting on plans proposed for school
 - Chairperson was elected: Harold Huang
 - Proposed: Cori
 - Seconded: Jenn
 - Vice Chairperson was elected: Cori Shanahan
 - Proposed: Harold
 - Seconded: Diana
 - Secretary was elected: Katie Knupfer
 - Proposed: Alicia
 - Seconded: Jenn
- *Combining SSC/ELAC Mtg*
 - Proposed: Jenn
 - Seconded: Harold
- *Upcoming Events*

V. Unfinished Business

- none

VI. New Business

- Next meeting scheduled for January 20th at 2:45 pm

IX. Adjournment

- Motion: Jenn
- Second: Katie
- Meeting was adjourned at 3:22 pm