

Crocker Highland SSC Establishment Meeting Minutes September 24, 2019

Introductions & Icebreakers

Meeting was called to order at 4:00p.m. by principal Jocelyn Kelleher. All who were present introduced themselves and shared how long they had been affiliated with the school.

Role of the SSC

Role of the SSC was discussed. While we have no Title 1 funding, this group does review progress on the site plan, helps create the new site plan, and approves the OUSD Budget Allocations. They also review and approve the school Safety Plan, Bylaws, and Parent Involvement Policy. Sometimes the SSC also takes on additional projects (i.e., mission and vision, behavior matrix) as allowed by our bylaws.

How to be an Effective Participant:

To be an effective participant in our School Site Council, attendance and engagement is very important.

Elect Members & Officers

The roles of elected School Site members were discussed as follows:

The Secretary shall:

- Keep minutes of all regular and special meetings of the school site council.
- Transmit true and correct copies of the minutes of such meetings to members of the school site council and to any interested parties. Provide all notices in accordance with these bylaws. Be custodian of the records of the school site council. Keep a register of the names, addresses and telephone numbers of each member of the school site council, the chairpersons of the school advisory committees, and others with whom the school site council has regular dealings, as furnished by those persons. Perform other such duties as are assigned by the chairperson or the school site council.

The vice-chairperson shall:

- Represent the chairperson in assigned duties
- Substitute for the chairperson in his or her absence.

The chairperson shall:

- Preside at all meetings of the school site council.
 - Sign all letters, reports and other communications of the school site council.
- Perform all duties incident to the office of the chairperson.
- Have other such duties as are prescribed by the school site council.

After discussion, attendees were asked to select the position of interest to them and then the nomination process was ensued. Brandon Wall nominated Sonya Hall to be the secretary and Amy Carman second the motion. All remaining eight attendees by a show of hands unanimously approved. Catherine Carmans was nominated by principal Kelleher as the vice president and Jaime Diaz second the motion. All remaining eight attendees by a show of hands unanimously approved. We will wait to elect the chairperson. It is likely that one parent member will resign and JB John-Baptiste would be willing to take her place. He is interested in running for Chairperson.

Elected members and officers unanimously:

Members: Natalie Potter (community), Joanna Martinez (kindergarten teacher), Sonya Hall (parent), Kanyakon Belcher (parent), Brandon Wall (parent), Amy Carman (parent), Melanie Schane (1st grade teacher), Catherine Carmans (administrative assistant), Jaime Diaz (4th/5th grade teacher), Joci Kelleher (principal)

Officers:

Chairperson: Hold off

Vice-Chairperson: Catherine Carmans

Secretary: Sonya Hall

LCAP Representative: Nobody volunteered

Crocker's SSC By-laws

By-laws were read, reviewed, unanimously approved.

Approve Safety Plan

Discussed safety plan. Sonya Hall took it to review, and we will vote on its approval at the October meeting.

General Overview of Single Plan for Student Achievement (SPSA) - also known as site plan

Principal provided general overview of what a school site plan is and how it is used.

Parent Involvement Policy

Reviewed Parent Involvement Policy and made some minor adjustments (capitalization, changing the order of school events to be chronological). Unanimously approved the policy to be distributed in October.

Goals of Meetings & Time Between Meetings

Discussed goals of meetings (some dictated to us as an official body, others our choice) and planned meeting dates through December: 10/29, 11/12, and 12/17. We will meet at 3:45 PM in the portable.

Public Input:

Sonya asked about months celebrating various cultures. Principal Kelleher shared that we celebrate cultures throughout the year. Sonya offered to bring Native American programming to the school.

Meeting adjourned at 4:45 PM.