

Halecrest School Site Council Agenda

August 10, 2017

3:30 in Room 605

(posted on 8-7-17)

1. Opening Procedures – Welcome and Call to Order, Roll Call: Members Present/Absent, Others Present, Pledge of Allegiance, Introduce members
2. Role of School Site Council Members
3. Approve Agenda for today/Minutes from May 2017
4. Elect a Chair, Vice Chair and Secretary to SSC (**Actionable Item** – needs vote)
5. Elect a SSC member to District Budget Advisory Committee meeting (DBAC) which meets once a month/every other month (**Actionable Item** – needs vote)
6. Elect an SSC member to serve on the District English Language Advisory Committee (DELAC) which meets once a month. (**Actionable Item** – needs vote) – Norma Prado attended on August 8, 2017 for the council.
7. Review and Update Bylaws as a council (**Actionable Item**- needs vote)
8. Review Local Measures and State Testing Data (PowerPoint)
9. Review of the 2016-2017 Single Plan for Student Achievement (look to add and update plan at the next meeting after the council has more time to review)
10. Review 2017-2018 School Budget
 - a. Title 1 Funds, LCAP Funds, and School Site Funds – How can each be used?
 - b. Which funds carry over from year to year?
 - c. Which funds do we lose by the end of the year?
11. DAC/DELAC – Updates from August 8, 2017 meeting (Norma Prado and Amber MacDonald)
12. Enclosing the TK Building – (PowerPoint)
13. Oral Communications
14. Set dates for remainder of SSC Meetings
15. Announcements
 - a. School Site Council Parent/Member Training on either Tuesday, Aug. 25th from 9:30-11:00am in the ESSC Boardroom or Wednesday, August 30th from 6:00-7:30 in the ESSC Room C (Repeat Presentation)
16. Adjournment

Halecrest School Site Council Minutes

From August 10, 2017

3:30 in Room 605

1. Opening Procedures –

The meeting was called to order at 3:33pm

Members Present:

- Tiffany Bruno (parent) – Year 1
- Michelle Capetanakis (teacher) – Year 2
- Brenda Christensen (classified staff) – Year 2
- Udu Dharmasena (classified) – Year 2
- Ellen Estrada (teacher) – Year 1
- Adrian Gutierrez (parent) – Year 1
- Brian Mark (parent) – Year 1
- Luisa Munoz (parent) – Year 1
- Norma Prado (parent) – Year 1
- Kerri McCann (parent/SSC alternate) – Year 1
- Erin Pickett (teacher/SSC alternate) – Year 1

Members Absent: Janeth Murillo (teacher)

Pledge of Allegiance

Introduce members and welcome all the SSC members.

2. Role of School Site Council Members

- Binders for each new member of SSC were passed out.
- We briefly reviewed the roles of SSC Members. Everyone has a copy of the Power Point from the district explaining SSC and the roles and responsibility of the council. Members were asked to read over this.
- Members were given a flyer for the SSC Parent Training which will take place on two dates.... on August 25th from 9:30-11:00am at the district or August 30th from 6:00-7:30pm at the district office. The training night will be similar to the PowerPoint presentation that is currently in their 2017-2018 binders.
- Corrections were made to the SSC roster. The new version will be passed out at our next SSC Meeting – August 28, 2017

3. Approve Agenda for today

- Tiffany Bruno made a motion to approve today's agenda. Brenda Christensen seconded the motion. All were in favor, none opposed.

4. Minutes from May 2017

- The minutes from May's SSC meeting were not recoverable.
- Miss MacDonald shared that when the SSC last met they looked over and made changes to the draft of the Parent Handbook for the 2017-2018 school year. They also approved the Halecrest Budget.
- Without the minutes, the SSC was unable to approve the minutes from May's meeting.

5. Elect a Chair, Vice Chair and Secretary to SSC

- **Chair – Brenda Christenson** – Kerri McCann made a motion to vote for Brenda Christensen, Ellen Estrada seconded the motion. All were in favor, none opposed. Motion passed.
- **Vice Chair – Luisa Munoz** – Amber MacDonald made a motion to approve Luisa Munoz as Vice Chair, Brenda Christensen seconded the motion. All were in favor and none opposed. Motion passed.
- **Secretary** – Ellen Estrada – Kerry McCann made a motion to approve Ellen as Secretary. Adrian Gutierrez seconded the motion. All were in favor and none opposed. Motion passed.

6. Elect a SSC member to District Budget Advisory Committee meeting (DBAC) which meets once a month/every other month

- **DBAC Representative – Brenda Christensen** – Tiffany Bruno made a motion to approve. Kerri McCann seconded the motion. All were in favor and none opposed. Motion passed.

7. Elect an SSC member to serve on the District English Language Advisory Committee (DELAC) which meets once a month

- Norma Prado and Amber MacDonald attended on August 8, 2017 for the council. There were no new announcements. The first DAC/DELAC meeting was spent appointing new board members and reviewing the roles and responsibilities of members.
- **DELAC – Norma Prado** – Brenda Christensen made a motion to approve Norma Prado as our DELAC representative and Ellen Estrada seconded the motion. All were in favor and none opposed. Motion passed

8. Review and Update Bylaws as a council

- Bylaws were updated by the council and the updates will be given to SSC members at the next meeting on August 28, 2017
- Kerri McCann made a motion to approve the new bylaws with changes. Brain Mark seconded the motion. All were in favor and none opposed. Motion passed.

9. Review Local Measures and State Testing Data (PowerPoint)

- Amber MacDonald reviewed Halecrest Data with SSC.
- The personal copy of the PowerPoint will be made available to the council via email before the August 28th meeting.

10. Review of the 2016-2017 Single Plan for Student Achievement

- The SPSA will be looked at future meetings prior to September 15th as there will be more time to review.
- For today Amber MacDonald showed the document of what we would look at in the future.

11. Review 2017-2018 School Budget

- Title 1 Funds – Our school receives Title 1 monies because 49% of our students are low socioeconomic status (252 children out of 512 total enrollment). These funds are to support items in our Single Plan for Student Achievement and the CVESD District goals. Money can be used for teacher workshops and instructional assistants as well. A comprehensive list of how these funds can be spent will be given to SSC at the August 28th meeting. Title 1 monies have to be used the same year they are allocated. This year, we were allocated \$54,170.
- LCAP Funds – These funds are used similarly to Title 1 funds. We have \$91,518 in LCAP funds for this school year. These funds carry over from year to year if they are not used.
- School Site Funds – These funds are used for supplies (teacher, custodial, office, nurse/health) and other general items that may be used by the school. These funds do carry over if there is any money left at the end of the school year. This year we were allocated \$63,925.
- We will be reviewing the school budget more in depth at the next SSC meeting on August 28, 2017

12. DAC/DELAC – Updates from August 8, 2017 meeting

- Norma Prado and Amber MacDonald attended
- Norma Prado will be our DELAC representative.
- Amber Roehm (parent) who has served as the DAC (District Advisory Committee) representative in the past offered to serve again. She was at the August 8th meeting. As a SSC we unanimously agreed to this offer of Amber Roehm serving as the DAC representative. None were opposed.

13. Enclosing the TK Building – (PowerPoint)

- Amber MacDonald shared a PowerPoint presentation of the options the district is looking at to enclose the TK building so students are not walking out to the TK building exposed (exposed to traffic loop & the potential to run off campus)
- Questions pertaining to the enclosed fence were answered by Miss MacDonald

14. Oral Communications – There were no oral communications from the public.

15. Set dates for remainder of SSC Meetings

- Dates for future SSC meetings are tabled until our next SSC meeting
- Our next SSC meeting is Monday, August 28th at 3:30pm in room 605

16. Announcements

- School Site Council Parent/Member Training on either Tuesday, Aug. 25th from 9:30-11:00am in the ESSC Boardroom or Wednesday, August 30th from 6:00-7:30 in the ESSC Room C (Repeat Presentation)

17. Adjournment – The meeting was adjourned at 4:35pm.