



MAXWELL ELEMENTARY SCHOOL

School Site Council (SSC) Agenda/Minutes September

Meeting Date: 9-30-2020	Meeting Location: Maxwell Zoom Meeting
Starting Time: 5:30	Ending Time: 6:30

Participants: Elected SSC Council Members. All staff, parents and members of the public invited.

Item/Time Limit	Actions Requested	Person Responsible	Comments/Parent Advice
1. Call to Order (1 minute)	None	Chair	
2. Roll Call (1 minute) Indicate those present	None	Secretary	
3. Additions/Changes to Agenda (1 min.)		Chair	
4. Reading and Approval of Minutes (5 min.)		Secretary	
5. Reports of Officers/Committees (10 min.)		Chair	
6. Public Comment (5 min.)	*Not Applicable	Chair	

***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.**

7. Unfinished Business (0 min.)	NA	Principal	
8. New Business (45 min.) <ul style="list-style-type: none"> ● Review SSC expectations 	Elect officers Approve bylaws	Chair/Principal	●

<p>and roles <u>(Video)</u></p> <ul style="list-style-type: none"> ● Elect officers ● Review and approve bylaws (if applicable) ● Develop and approve calendar ● Review and Approve SPSA 	<p>Approve calendar</p> <p>Approve SPSA</p>		
<p>9. Adjournment (1 min.)</p>		<p>Chair</p>	

Prepared By: _____ (signature) _____
 (type name)

Date: _____

*All meeting materials available after the meeting. Contact the school office at 530-662-1784 for materials.



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Item/Time Limit	Actions Requested	Person Responsible	Comments/Parent Advice
1. Call to Order (1 minute)	None	Chair	Meeting at 5:30pm
2. Roll Call (1 minute) Indicate those present	None	Secretary	Present: Steven Flores, Casie Real Coleman, Crystal Real, Maria Sanchez, Lesle Estrella, Debra Hetrick, David Zendajas, Jackie Taylor, Mari Sanchez
3. Additions/Changes to Agenda (1 min.)		Chair	Casie motion to approve, David second, all in favor.
4. Reading and Approval of Minutes (5 min.)		Secretary	Name: Parent name Stephen spelling to Steven. Lesley motion to approve, Steven second, all in favor.
5. Reports of Officers/Committees (10 min.)		Chair	No reports given
6. Public Comment (5 min.)	*Not Applicable	Chair	No public comments

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7. Unfinished Business (0 min.)	NA	Principal	No unfinished business
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8. New Business (45 min.) <ul style="list-style-type: none"> ● Review SSC expectations and roles (Video) ● Elect officers ● Review and approve bylaws (if applicable) ● Develop and approve calendar ● Review and Approve SPSA 	Elect officers Approve bylaws Approve calendar Approve SPSA	Chair/Principal	<ul style="list-style-type: none"> ● Reviewed SSC expectations, watched the video and had discussion. ● Reviewed bylaws. Steven motioned, Jackie second, all in favor to approve the bylaws. ● Elections occurred, Mari Sanchez - Chair, Lesley Estrella - Vice Chair, Jackie Taylor - Secretary ● Approved the calendar and set dates ● Reviewed the SPSA. Maria Sanchez motioned, David second, all in favor to approve the SPSA.
9. Adjournment (1 min.)		Chair	Meeting ended at 6:43pm

Prepared By: _____ (signature) _____
 (type name)

Date: _____

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