

*Plainfield Elementary School*

**School Site Council (SSC) Agenda/Minutes Template**

<b>Meeting Date:</b> 12/18/2019	<b>Meeting Location:</b> Staff Room, Plainfield Elementary School
<b>Starting Time:</b> 7:00 am	<b>Ending Time:</b> 8:00 am

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

<b>Item/Time Limit</b>	<b>Actions Requested</b>	<b>Person Responsible</b>	<b>Comments/Parent Advice</b>
<b>1. Call to Order (1 minute)</b>	<b>None</b>	<b>Chair/Principal</b>	<ul style="list-style-type: none"> <li>meeting is called to order by at 7:02</li> </ul>
<b>2. Roll Call (1 minute)</b>	<b>None</b>	<b>Secretary</b>	<ul style="list-style-type: none"> <li>attendance: Phil Pinegar, Alex Fricke, Barry Kersting, Sarah Yob, Jana Tolla, Clara Skaug, Heather Allan, Barbara Chase</li> <li>Classified vacancy: there is one nominee; Miss Vicki Allan (noon duty supervisor) has nominated herself to fill the position</li> </ul>
<b>3. Additions/Changes to Agenda (1 min.)</b>		<b>Chair/Principal</b>	<ul style="list-style-type: none"> <li>no additions/changes to the agenda</li> </ul>
<b>4. Reading and Approval of Minutes (2 min.)</b>	<b>Approve</b>	<b>Secretary</b>	<ul style="list-style-type: none"> <li>Clara asks council to read the minutes</li> <li>Barbara motions to approve the minutes, Alex seconds, all in favor, motion carries</li> </ul>
<b>5. Reports of Officers/Committees (4 min.)</b>	<b>None</b>	<b>All Council Members</b>	<ul style="list-style-type: none"> <li>Alex: getting ready for Christmas; Barry: busy with Christmas, lots of performances; Sarah: getting the kids ready for Christmas, husband will have vacation at the same time; Jana: lots of Christmas prep, Woodland parade, band performance, there will be a UCD event; Clara: finalizing wood order for Sutter's Fort, preparing for travel; Heather: working on figurative language in 3rd, thankful for the PTA Poinsettia fundraiser; Barbara: Kinder is looking forward to the Polar Express and winter break; Phil: wrapping up first semester, music performance on Thursday night</li> </ul>

6. Public Comment (0 min.)	*Not Applicable	Chair	<ul style="list-style-type: none"> <li>no public comment</li> </ul>
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**\*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 (10 min.)  - SSC Classified Vacancy Update	Review & Discuss	Principal	<ul style="list-style-type: none"> <li>Classified vacancy: there is one nominee; Miss Vicki Allan (noon duty supervisor) has nominated herself to fill the position</li> <li>a few other interested parties, but unsure if they will be able to commit to the position</li> </ul>
8. New Business (30 min.)  -LCAP Meeting SSC Input	Review & Discuss	Chair/Principal	<ul style="list-style-type: none"> <li>need to complete the LCAP input process</li> <li>as a district we are declining in ADA funds; some categorical funding will be decreasing; budget cuts will probably be made so as a district there is a need to prioritize goals and objectives</li> <li>the district LCAP has 5 goals (ex: Goal 1-all students will be proficient in literacy and numeracy)</li> <li>all Site Council members (who have not previously provided feedback) will indicate which of the 15 possible focus areas they believe the district should concentrate on by marking 7 total tally marks</li> <li>Barbara asks if there is any way to differentiate between elementary, middle, and high school; for example in terms of voting if there are more high school representatives on the LCAP committee will their votes be weighted appropriately?</li> <li>Phil: there is parity for parent representatives</li> <li>Barbara: one issue is that if there are 10 parents at the HS level they are all working together between 2 school sites, whereas if there are 10 parent reps for elementary they may all come from different sites with different needs</li> <li>Phil: in terms of SSC there are more parent representatives from elementary sites than middle and HS</li> <li>Barbara: but there is still the issue of elementary votes being split due to differing needs; elementary schools often get overlooked because of numbers</li> <li>Phil: if our SSC wants to send a representative to the LCAP meetings that is another opportunity for us to voice our needs/concerns</li> </ul>

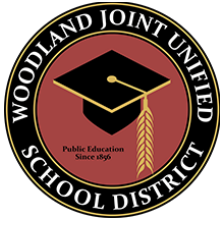
<p><b>- Interim Data</b></p>			<ul style="list-style-type: none"> <li>● Jana: is there a way for us to better communicate with the other SSCs to coordinate our priorities</li> <li>● Barry: all of the goals will be funded to some level correct? Phil: yes, they will do a needs assessment</li> <li>● Barry: so in some ways our tallys will represent the needs across the district, so if we all indicate a need for facilities the money that the district does have for facilities should flow to us</li> <li>● Barbara: need much more socio-emotional support, because everything else flows from having a strong support in that area</li> <li>● Heather: teachers have a need for more technology support; would be great to have someone on the ground touching base about technology once per trimester</li> <li>● Sarah: academic intervention and support; it seems like the kids who are behind stay behind while the middle group moves along and higher students also get less support; do teachers within grade levels teach the same lessons? Phil: we have the pacing guide to drive instruction, and collaboration between teachers</li> <li>● Heather: one helpful thing is that our lunches overlap, so teachers can talk about what they are doing</li> <li>● Barry: additional school site allocation- thinking that would be helpful for our site to address specific issues, each site may have different needs</li> </ul> <ul style="list-style-type: none"> <li>● grades 3-6 have taken one SBAC interim assessment in math</li> <li>● graph shows percentage of students who are “above” “near” and “below” standard; there are not enough questions on the assessments to statistically claim that students are “at” standard, so they are noted as “near” standard- though according to Christina Lamby most of the students in the “near” category would probably be considered as meeting the standard</li> <li>● Jana: what do you as the principal do with this information? Phil: it is a snapshot of where we are at; teachers receive this information to inform their instruction</li> <li>● Jana: I notice there is a larger percentage of 6th graders below standard; Phil: looking at that cohort from earlier grades that is similar to their past scores</li> <li>● Clara and Heather: conducting data chats with students on their scores, setting goals</li> </ul>
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<p><b>-Announcements</b></p> <p><b>-Discussion of Topics for next meeting</b></p>			<ul style="list-style-type: none"> <li>● Phil: it is good to see growth overall, but also differentiate to where students are at</li> <li>● Phil: we hosted an iReady information night in December to teach parents more about the iReady program</li> <li>● Barbara: the expectation is 45 min/math and 45 min/week? Phil: yes</li>   <li>● next time we will talk about emergency procedures and our school SBAC dashboard</li> <li>● Comprehensive Needs Assessment will be on February 6th</li> <li>● SPSA draft will be completed by March 16; 1st revision April 1st; 2nd Revision April 23rd; approvals done by May 3rd</li>   <li>● Barry: will you (Phil) be fulfilling the SSC role of treasurer for now? Phil: yes</li> </ul>
<p><b>9. Adjournment (1 min.)</b></p>	<p><b>None</b></p>	<p><b>Chair</b></p>	

Prepared By: Phillip Pinegar (signature) \_\_\_\_\_  
 (type name)

Date: 12/13/2019

Attach sign-in sheet



Plainfield Elementary School

## School Site Council (SSC)

**Legal Mandates and Recommendations****Date Accomplished:**

12/18/2019	Election of SSC Council- <b>Mandate</b>
9/24/2019 & 10/9/2019	Professional Development and Training for SSC-Roles and Responsibilities- <b>Mandate</b>
9/18/2019	Development of Bylaws- Recommended
8/21/2019	Develop Meeting Calendar for 2019-2020- <b>Mandate</b>
10/16/2019 1/15/2020 4/22/2020	Review Student Achievement Data- <b>Mandate</b>
9/18/2019 through May 20, 2020	Monitor the Implementation of the School Plan for Student Achievement- <b>Mandate</b>
1/31/2020	Coordinate with the Safety Committee to approve the <i>School Safety Plan</i> - <b>Mandate</b>
2/6/2019	Complete a Comprehensive Needs Assessment, with identification of key areas for improvement- <b>Mandate</b>
9/18/2019 through May 20, 2020	Evaluate the effectiveness of the School Plan for Student Achievement- <b>Mandate</b>
3/15/2020	Coordinate with ELAC to review programs for English learners- <b>Mandate</b>
N/A	For newly identified CSI schools only: Revision of the School Plan for Student Achievement/ improvement plan- <b>Mandate</b>
4/22/2020	Obtain Recommendations from other school site advisory, standing and special committees regarding the focus of the School Plan for Student Achievement-Mandate
4/23/2020	Develop and approve School Plan for Student Achievement, in coordination with ELAC, approval of ELAC- <b>Mandate</b>