



*School Name Sci-Tech*

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

<b>Meeting Date:</b> November 18	<b>Meeting Location:</b> Virtual
<b>Starting Time:</b> 4:00	<b>Ending Time:</b> 5:00

**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 Barbara Silver</b>	4:04
<b>2. Roll Call (1 minute)</b>	<b>None</b>	<b>Secretary</b>	Maria Martinez, Alva-Monique Vargas, Rosie Vargas, Heather Hamp, Teresa Perez, Barbara Silver, Kumari Hudson-Bates
<b>3. Additions/Changes to Agenda (1 min.)</b>		<b>Chair</b>	Agenda approved with the change that we will look at the attendance report first, so Angie can do that.
<b>4. Reading and Approval of Minutes (5 min.)</b>		<b>Secretary</b>	Reviewed minutes. Moved, seconded and approved.
<b>5. Reports of Officers/Committees (10 min.)</b>		<b>Chair</b>	None
<b>6. Public Comment (5 min.)</b>	<b>*Not Applicable</b>	<b>Chair</b>	None

**\*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.**

<b>7. Unfinished Business (0 min.)</b>	NA	<b>Principal</b>	None.
<b>8. New Business (45 min.)</b> <ul style="list-style-type: none"> <li>● <b>Review and approve Family Engagement Policy</b></li> <li>● <b>Review and approve School Parent Compact</b></li> <li>● <b>Data Review: Attendance August-Sept</b></li> <li>● <b>Covid Safety Plan</b></li> </ul>	Approve Family Engagement Policy  Approve compact	<b>Chair/Principal</b>	Attendance: A. Angela Kendall explained how attendance is being carried out this year: <ul style="list-style-type: none"> <li>a. This year, scoring of an A, 1, 2, 3, 4, and 5.</li> <li>b. We have had significant fluctuation in numbers across this year in enrollment.</li> <li>c. We have had more absences and fluctuations in daily attendance, too.</li> <li>d. Teachers have 7 days to adjust attendance, so data can't be analyzed until that time is completed.</li> <li>e. She then reports data on a weekly basis to the district.</li> <li>f. Overall, we want to see more 3s. We have had relatively good numbers.</li> <li>g. Still have concerns, because of students who don't complete their work, and for those who don't attend.</li> <li>h. Have done home visits, and Fun Fridays, gone to the child care centers where our students are, to check in with them.</li> <li>i. Question: How are we comparing to district? We had the lowest in the district. Partly because of our ability to address tech issues, but also because the teachers work so hard to get our students all working.</li> <li>j. We have had the smallest number of chronically absent students. It is interesting to note that the highest number of absences has been in the lower grades, district-wide.</li> </ul> B. Review Family Engagement Plan <ul style="list-style-type: none"> <li>a. What student, parent/guardian, and parents will do...</li> <li>b. Should we add anything? We made some minor changes. (See document attached.)</li> <li>c. Motion to approve, seconded and approved.</li> </ul> C. Parent Compact <ul style="list-style-type: none"> <li>a. This is a new requirement, because we are now a Title 1 school.</li> <li>b. A lot is similar to what is in the Family Engagement plan</li> </ul>

			<ul style="list-style-type: none"> <li>c. There is also information about how we support parents and communicate with families, and how we work to support individual students in their needs.</li> <li>d. We now have a parent liaison who is supporting us with translations and other supports for families.</li> <li>e. Maria will finish it and send it out and we will give a final review of it at the next meeting.</li> </ul> <p>D. COVID-19 Safety Plan</p> <ul style="list-style-type: none"> <li>a. Teacher team has been meeting to put more details into our Phase plan, based somewhat on the district plans, but deviating somewhat from the district's plan.</li> <li>b. We need to come up with our own safety plan. The district has provided us with an outline, but we need to add what is particular to our site.</li> <li>c. In addition to the district's requirements, we have added signage, cleaning schedule record, hand sanitizer and face masks provided at the gate, as well as many other things. (See attachment for details.)</li> <li>d. We will be meeting to update as situations change.</li> <li>e. We will have an isolation room for children who may be feeling sick, and developed a procedure for what to do.</li> <li>f. Teachers had trainings they had to complete at the beginning of the school year.</li> <li>g. Daily screening for employees. Students cannot be screened unless they are feeling/look sick, due to HPPA.</li> <li>h. Maria will send the document out for us to look at in more detail.</li> </ul>
<b>9. Adjournment (1 min.)</b>		<b>Chair</b>	Adjourned at 5:17 p.m.

**Prepared By:** \_\_\_\_\_ **(signature)** \_\_\_\_\_  
  (type name)

**Date:** \_\_\_\_\_ **Date posted**