

**EDNA BREWER MIDDLE SCHOOL**

School Site Council Meeting

September 17, 2019

5:00-6:00 pm

Library

| Items  | Facilitator            | Notes   |
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| 1. Welcome, Introduction, Norms  | Mr. Layne              | <p>Welcome to the first SSC Meeting</p> <p>Mr. Layne greeted everyone to the new and improved library.</p> <p>Mr. Layne said furniture is all new and improved.</p> <ul style="list-style-type: none"><li>- We have a packed agenda, try to move us along as quickly as possible because we have the PTSA meeting at 6:00 pm</li></ul> <p>Everyone present at the meeting introduced themselves.</p> <p>Mr. Layne introduces Rakia, who will provide the SSC Training.</p>  |
| 2. SSC Training (Refer to Quick Guide or PowerPoint) <ul style="list-style-type: none"><li>a. Responsibilities of SSC</li><li>b. Composition of SSC</li><li>c. Selection of Members</li><li>d. Officers: Roles &amp; Responsibilities</li><li>e. Review the Greene Act</li><li>f. Bylaws</li></ul> | Mr. Layne/ Rakia Esver | <p>Rakia will provide a quick overview of SSC</p> <p>Rakia presented the slides on the SSC. She mentioned that we can revisit throughout the year. She explained that her office is responsible for adhering to legislation and compliance and adhering to rules and guidelines about formation of SSC.</p> <p>Rakia went through the the SSC Training Guide: Review academic data, pay attention to subgroups (listed subgroups). The SSC participates in local, state and federal reviews, and the responsibility and role that SSC is addressing the needs of these subgroups.</p> <p>The SSC also helps develop a site plan: determines how money will be spent, identifies and addresses instructional needs of students.</p> <p>Composition of a council reviewed- must be parity. All SSC's must elect members; my approve the bylaws. Must adopt bylaws- can revise bylaws at any other time of the year.</p> |

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|                                    |                  | <p>Reviewed Greene Act</p> <p>Question from community member: in the current bylaws it says that establishment happened in October? Why are we electing today?</p> <p>Answer to community member: We will have an opportunity to amend the bylaws.</p> <p>Question: Who changed the composition?<br/> Answer: Legislation that was passed by the CA Dept of Education, and schools adopted this year. There's a lot more flexibility with the hope that it is easier for schools to establish.</p>  |
| <p>3. Peer Election of Members</p> | <p>Mr. Layne</p> | <p>Prior to the Establishment meeting, peer elections of:</p> <ul style="list-style-type: none"> <li>- Classified staff and</li> <li>- Students</li> </ul> <p>were held in order to establish elected representatives.</p> <p>Mr. Layne acknowledged that as the principal he is required to be here.</p> <p>Acknowledged 3 other individuals who will be returning: Tiffany Ng, Carly Clusserath, Jana Mauri.</p> <p>Welcomed the 5th member, August Spafford.</p> <p>We will hold an election for the community facing side, we had an equal number of<br/> We are looking to identify 5 community side.<br/> We landed a composition of 2 students and 3 community members.<br/> I'm Nhu Mai- and 8th grader here at Edna Brewer, and I'm in student council</p> <p>Nyari- I'm an 8th grader here, in student council and RJ, I'm very grateful to be here.</p> <p>A few years ago we transitioned to having students on the SSC.</p> <p>Ms. Michelle- we have a really good rhythm of growing, matriculating students. Students</p> |

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|                                |                  | <p>have gone onto the governing board, student last year was the president of the governing board.</p> <p>Mr. Layne directed any adult who is a community member of the Edna Brewer Community to go over to the table and we will go through the peer election process.</p> <p>Rachel introduced the new Parent members after the elections. Shelley Gonzalez, Erich Turk and Diana Casanova were elected. After a tie where Kira Lancaster took herself out of the race.</p>  |
| <p>4. Election by Officers</p> | <p>Mr. Layne</p> | <p>Mr. Layne then explained that we are going to vote on 3 members of the chairperson, vice chairperson and secretary.</p> <p>Mr. Layne cannot chair the SSC, he can't be nominated.</p> <p>We have three new community members, 2 new students. Mr. Layne encouraged the newly elected members to perhaps consider the student to be the vice chairperson. Any parent voting member that has had experience could be the chairperson.</p> <p>Nilofer points out that all parents/community members have had previous experience.</p> <p>Aubrey nominates Shelley Gonzalez. Tiffany seconded the motion. Shelley accepts the nomination.</p> <p>Only individuals who can vote are SSC members. Unanimous vote. Motion granted with 100%.</p> <p>Nhu Mai nominates Nyari Wright for Vice Chairperson. Erich seconds. Nyari accepts Vice Chairperson. Unanimous vote.</p> <p>Mr. Layne nominates August Spafford for Secretary. Erich seconds the motion. August accepts the nomination. Unanimous vote.</p> |
| <p>5. Approve Bylaws</p>       | <p>Mr. Layne</p> | <p>Mr. Layne leads the newly elected SSC</p>   |

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|   |                  | <p>through the bylaws. Page 3- section A defines composition of SSC. We need to make adjustments.</p> <p>Halfway down page 4</p> <p>Section C page 5</p> <p>Take 2 minutes to read through those areas.</p> <p>Aubrey: Put a motion to have this section read, the following should have: 10 members, and 5 parents, students and or community members elected by other parents, students, and community members- Erich second, motion passed unanimously</p> <p>Second motion; change the language halfway down page 4<br/>Carly seconds motion to change proposed members to second section article 2. Motion passed unanimously</p> <p>Aubrey motions to change Tiffany seconds the motion. Unanimously pass.</p> <p>Aubrey: Motion change language to “establishment” meeting. Erich seconds the motion. Unanimously passed.</p> <p>Motion to remove: approved minutes (agenda item 6). Erich abstains. Motion is passed with a majority vote.</p> |
| <p>6. Approve minutes for meeting on 5.16.19</p>        | <p>Mr. Layne</p> | <p>Voted to remove from agenda</p>   |
| <p>7. Approve Parent &amp; Family Engagement Policy</p> | <p>Mr. Layne</p> | <p>Mr. Layne explains that now we are voting to approve the parent &amp; family engagement policy.<br/>Question from community member: are we voting on 19-20?</p> <p>Aubrey: we are voting on to approve the new one to disseminate to family.</p> <p>Rakia: just a template difference. Document is just rolled over from previous.</p>  |

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|  |            | <p>Aubrey: much of it is the same as the previous one.</p> <p>Lara: asked questions about weekly discussion questions mentioned in the document.</p> <p>Mr. Layne answered that this is something the 6th grade families do.</p> <p>Mr. Layne: get someone to motion to approve Title 1 parent/family engagement policy. Carly motioned. Nhu Mai second. 1 abstention. Policy is approved with a majority vote.</p> |
| 8. Approve School-Parent-Student Compact       | Mr. Layne  | <p>Aubrey motioned to remove item and review at a later SSC. August seconds the motion. Unanimous vote to remove from agenda and review at a later SSC.</p>   |
| 9. Public Input                                | Open Forum | <p>Erich: appreciates professionalism</p> <p>Aubrey: Dr. Cooks will be here next week; fundraiser next week</p> <p>Shelley: when are our positions effective?</p> <p>Mr. Layne explains they are effective immediately.</p>   |
| 10. Establish Date of Next Meeting and Adjourn | Mr. Layne  | <p>October 22 is the next SSC meeting</p> <p>Aubrey officially adjourns</p>   |