

Island Union Elementary School District
School Site Council
Meeting #1 minutes
October 14th, 3:05 library

Purpose: Orient members to rights and responsibilities of the School Site Council

- I. Welcome
Members present at the meeting: Charlotte Hines, Bridgette Maciel, Dawn Vigario, Aaron Avila, Megan Garner, Laura Brautigam, Travis Lopes, William Oliveira
Non member present: Jennifer Schnell
- II. Public comments: there were no public comments
- III. SSC Training
 - a. Review Rights and Responsibilities: Mrs. Hines referred the members to the School Site Council training guide to review the rights and responsibilities of the group. She referred the group to the Acronyms Terms and that the council would use the Robert's Rules of Order to conduct business.
- IV. Election of Parent Representative Members
 - a. Chairperson- Travis Lopes nominated Dawn Vigario for chairperson. Charlotte Hines seconded. Vote was unanimous.
 - b. Vice Chairperson – Dawn Vigario nominated Travis Lopes for vice chairperson. Laura Brautigam seconded the nomination. Vote was unanimous.
 - c. Recording Secretary-Charlotte Hines nominated herself as secretary. William Oliveira seconded the motion. Vote was unanimous.
- V. Approval of Minutes from Previous SSC Meeting – Bridgette Maciel motioned to approve the minutes. Megan Garner seconded the motion. Vote was unanimous.
- VI. SSC Bylaws: Mrs. Hines reviewed the bylaws within the training guide. The council agreed that all votes can be oral and not ballot.
 - a. Approve SSC bylaws – Aaron Avila motioned to approve the bylaws as revised. William Oliveira seconded the motion. Vote was unanimous.
- VII. Parent Involvement
 - a. Review School Site and District Parent Involvement Policy (BP 6020)- criteria for PI policy – title 1 requirement – Mrs. Vigario reviewed the parent involvement board policy. All agreed that it included all that we are doing. Mrs. Garner stated the parents' Booster Club is very involved.
 - b. Review School Family Compact – Mrs. Vigario reviewed the school/parent family compact. There were revisions from last year. Mr. Oliveira reminded the group that it had stated "parents will volunteer" and it was revised to may since parents work and may not be able to volunteer.

- c. Obtain input on site Parent Involvement Policy- Mrs. Garner mentioned that she liked the parent workshop afternoon the school provided two years ago. Mr. Lopes asked if in our Title 1 survey if there was any information we could use on involving parents. At this time there was no new information. The parents would like assistance with homework. Mrs. Vigario mentioned it would be a good idea to have the survey in the fall so that we could use the information to help the parents throughout the school year rather than the spring and then use it for the fall. Since parent opinion and need can change with the new school year. Mrs. Hines said the school would send out a survey soon.
 - d. Obtain input for Parent Involvement Activities and Parent Outreach Activities for the current school year. Mrs. Brautigam stated that Boosters is a very active parent group, however many times it is the same parents doing all of the work and activities and it would be great to involve new parents and more parents to get involved. We have plenty of fundraisers. There was a request for the bill to be online accessible to pay, however Mrs. Hines said the new service will alert the parent of the bill via text, but at this time they will still need to send in the payment. The parents appreciated knowing the bill, as they don't always get the bill brought home. Mrs. Hines said the school is using a new service called School Reach which will text, email, and/or call.
- VIII. Review directed by District Advisory Council (DAC) – accept responsibility
- a. DAC recommends SSC to represent DAC – Mrs. Hines talked about the District Advisory Council's responsibilities. She recommended, since we are a small one school school district, and the SSC does extensively review the purchasing practices for student needs, that the SSC also represent the DAC.
 - b. Consider approving SSC to represent DAC - Laura Brautigam motioned to approve the SSC representing the DAC. Megan Garner seconded the motion. Motion unanimously carried.
- IX. Adjournment at 4:10 pm.

Respectfully submitted by Charlotte Hines