

Island Union Elementary School District
School Site Council
Meeting #2 minutes
September 30th, 2013

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

- I. Meeting was called to order at 4:12pm.
- II. Members present: Charlotte Hines, Shelley Norris, Kerri Ramos, Willie Oliveira, Megan Garner, Bridgette Maciel, Dawn Vigario
 - a. Public Comments – there were no public comments
- III. SSC Training
 - a. Review Rights and Responsibilities – Mrs. Norris had everyone review the rights and responsibilities of the SSC members.
 - b. Review School Site Council and English Learner Advisory Committee Training Guide. Mrs. Norris had the members review the areas listed to make everyone of what they are and where they are located in the training manual.
 - i. Acronyms Terms
 - ii. Robert’s Rules of Order
- IV. Election of Parent Representative Members: Mrs. Hines stated the new parent member ran unopposed and therefore was elected August 19th, 2013. She also stated Mrs. Vigario was elected by the teaching staff August 19th.
- V. Election of Officers
 - a. Chairperson – Mrs. Hines nominated Kerri Ramos. Mrs. Norris seconded the motion. Motion unanimously carried.
 - b. Vice Chairperson- Mrs. Norris nominated Bridgette Maciel. Mr. Oliveira seconded the motion. Motion unanimously carried.
 - c. Recording Secretary- Mrs. Norris nominated Mrs. Hines as secretary. Motion unanimously carried.
- VI. Approval of Minutes from Previous SSC Meeting –Ms. Maciel motioned to approve the minutes. Mrs. Ramos seconded the motion. Motion unanimously carried.
- VII. SSC Bylaws
 - a. Review SSC bylaws- Mrs. Hines had the group review the bylaws specifically citing that the term is a two year term so that there is a chance for others to join the committee. The members discussed this is a value to the committee.
 - b. Approve SSC bylaws- Mr. Oliveira motioned to accept the minutes. Mrs. Vigario seconded the motion. Motion unanimously carried.
- VIII. Parent Involvement
 - a. Review School Site and District Parent Involvement Policy (BP 6020) – the members reviewed the policy.
 - b. Review School Family Compact – Members reviewed the school compact and gave no new input or revision.

- c. Obtain input on site Parent Involvement Policy- Members reviewed the policy. The members noted that the date for the annual Title I meeting should be revised to within the first 3 months of school. The committee reviewed and revised the areas needing additional information or date revision. The committee also noted that the Common Core State Standards needed to be added to section 7.
- IX. The committee agreed to meet Oct. 21st for the next meeting and would then schedule the remainder of the years' meetings.
- X. Adjournment – Kerri Ramos motioned to adjourn the meeting at 4:45pm, Dawn Vigario