

SANTEE SCHOOL DISTRICT
Hill Creek School
SSC Meeting

Date: 10/30/17

Meeting Minutes

Meeting Minutes

Members present: X = attended meeting

Staff

Parents/Community Members



Quorum was met

- ☒ Suzie Martin, Principal
- ☒ Chris Kelly, Teacher
- ☒ Jonathan Zoehrer, Teacher
- ☒ Heidi Duncan, Classified Staff
- ☒ Noelle Murray, Teacher
- ☐
- ☐

- ☐ Jenn Mueller, Parent
- ☒ Cindy Burns, Parent
- ☐ Vacant, Parent
- ☐ Vacant, ELAC Rep.
- ☒ Terry Dowling, Community Member
- ☒ Sheri Heisel-Udell, Community Member

Guests:

ITEM	DESCRIPTION/ACTIONS	MEETING SUMMARY
1. Call to Order		Meeting was called to order at 2:21p.m.
2. Communication		
➤ Introductions	Roundtable of SSC members	Members shared their names and connection to Hill Creek including grades of children or subjects taught.
➤ Meeting Agenda	Review of agenda	Agenda was reviewed. No additional items were added to the agenda.
➤ Minutes	Minutes	Minutes from previous meeting were not available for review at this time. This item was tabled until next meeting.
➤ Public Communication	Opportunity for public contribution	No members of the public participated.
3. SSC Business		
➤ Purpose & Function of SSC	Presentation by Mrs. Martin, based on SDCOE and EdCode regulations	Mrs. Martin shared the role of the SSC is to involve stakeholders in the creation and monitoring of the Site Plan for Student Achievement and the allocation of resources to support the academic progress and well-being of the campus. The SSC is made up of a combination of teaching and support staff, the principal and parents or community members. This 10 man team will review student performance, consult the LCFF budget, and review the

ITEM	DESCRIPTION/ACTIONS	MEETING SUMMARY
<ul style="list-style-type: none"> ➤ Council Leadership Positions 	Description of leadership roles. Vote.	<p>plan's implementation. Meeting guidelines will be followed including posting meeting agendas and minutes, allowing for the council to table any item or topic, or vote in any item for discussion. Leadership positions will be voted on including a Chairperson, Vice-Chairperson, and Secretary.</p> <p>The council originally did not have quorum- this item was tabled. However, quorum was established upon the arrival of one additional community member. Mrs. Heisel-Udell nominated to hold the Chairperson position. Mrs. Kelly nominated to hold the vice-chairperson position. Mrs. Burns motioned to name Mrs. Heisel-Dell as chairperson, Mrs. Kelly as vice-chairperson, Heidi Duncan seconded. Council voted. Both positions passed unanimously.</p>
<ul style="list-style-type: none"> ➤ Site Plan for Student Achievement Structure 	Presentation of information and goal sample.	<p>In an effort to prepare for review of the SPSA, Mrs. Martin previewed the structure of the plan, including 5 different goal areas: reading, writing, math, school culture/safety, and science. A sample goal was displayed as well as possible data points to review for progress. The plans and budget sources were also reviewed. A draft of the SPSA will be presented during our meeting in November.</p>
<ul style="list-style-type: none"> ➤ Bylaw update 	Bylaw review. Vote.	<p>Based on recent EdCode updates, Mrs. Martin reviewed Hill Creek SSC Bylaws (last edited in 2012). To align them to EdCode requirements, attention was brought to the composition of the council, previously calling for 12-16 members. Suggestion was made to update the bylaws. Mrs. Duncan motioned to update the bylaws to reflect 10 members, half staff and half parent/community member, with an additional 2 members to act as alternates. Mrs. Heisel-Udell seconded. Council voted. Passed unanimously.</p>
<ul style="list-style-type: none"> ➤ Calendar of the Year 	Information provided.	<p>Upcoming meetings were announced: November 27 and December 18, 2017 will be calendared to create, review and vote on SPSA plan.</p>
4. Adjournment		Meeting was adjourned at 2:54p.m.

Meeting Adjourned at 2:54p.m.
Minutes recorded by Suzie Martin

Principal Signature_____

Date_____

SSC Chairperson Signature_____

Date_____