

Site Council Agenda/Minutes

Date: Oct 18

Objectives:

- ✿ Promote effective, representative decision-making related to school improvement
- ✿ Increase communication between and among staff and parents/guardians
- ✿ Increase student, staff, and parent involvement in school with a focus on learning

Present: Lisa KW, Margaret, Laura, Tasha, Chelsea, Jesse, Diane

Roles and Responsibilities (see below for descriptions)

Chair: Tasha & George

Convener (Member Rotation): Oct-Diane, Nov-John I, Dec-Laura, Jan-Chelsea, Feb-Lisa, March-Margaret, April-Diane, May-John, June-Laura

Recorder (Staff Rotation): Oct-Tasha, Nov-Diane, Dec-John, Jan-Laura, Feb-Margaret, March-George, April-Diane, May-John, June-Margaret

Timekeeper: George (please use timer)

Time Fr-To	Agenda/Person/ (Dec-Disc-Info) OR Teaching/Learning	Follow Up Action/Result	Who is Responsible for Follow Up?	By When?
2 mins	Welcome & Approve Previous Meeting Minutes-submit to website	Approved minutes	Recorder--emailed to webmaster to upload to website	Done
23	Data Informed SIP--Review draft Tasha (Discussion-Info)	Feedback needed? Determine timeline for district submission Goal#1-Tiered systematic plan for attendance--revise action step 2 Goal#2-Goals achievable with caution for SpEd, implicit bias PD on point Goal #3-Adding CRP, common in house rubrics to measure instruction would be effective. Goal #4-in house assessments can remedy skew of opt out data	All reps to communicate and distribute to stakeholders for report back. Tasha-Departments to review and provide feedback	next meeting

			and brings back to Site.	
5	Review Parent/Guardian & Student Climate Survey (fall administration, baseline for 16/17) Tasha (Decision)	Feedback needed? Determine Oct dissemination and analysis timeline Add attendance questions to this survey Fall and Spring Survey--distributed by email -bilingual Link on Facebook	Margaret and Tasha-Add Attendance	10/21
5 min	All (Info-Disc-Decision)	Equity Audit and Planning--Postpone to next meeting--	reps share about equity	next meeting
4 mins	Selco Mini Grant for Art (doc attached) and approved EEF (for context) Tasha for Hanson (Dec-Disc-Info)	(Standing Item) Grants Review- Reviewed Selco (submitted by Hanson) and 2 previously approved EEF-Mentorship and Student Equity Library Thank you, Kim Hanson, for applying!	NA	NA
5 mins	Parent Constituency Feedback/Input	WTA went well--had a good time Student led conferences need planning	Debbie and Tasha will put out calendar and details for SC to get feedback on by ___?	Today
1 min	Agenda items for next meeting	Review: 1) Title IIA Collaborative Practice Plan (tied to TLC), 2) Tech Plan (drafted in 15/16), 3) TAG plan, 4) Review of CAP/SIP incorporating feedback	NA	NA
	Work Session Meeting Dates	(generally 3rd Tues), all 7:45-8:30am, Conf Rm Sept 20th-Kick Off Meeting Oct 18th Nov 15th Jan 17th Feb 21st March 21st		

		April 18th May 16th June 6th-End of Year, includes Staff Council/Equity/AVID		
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Roles & Responsibilities:

Site Council Chair-The Site Council Chair will develop the meeting agenda, email documents (including agenda) and resources needed for the meeting on the Friday prior to the Site Council meeting

Convener-(rotation)-The Convener will run the Site Council meeting.

Recorder-Staff rotation-Certified staff members of the Site Council will serve as recorders on a rotating basis. The duties of the recorder will be to take notes and record minutes for distribution to members and others. The recorder will note all proposals and ideas to review at the end of each meeting for a decision or a decision to table to a future designated date.