



# School Site Council (SSC)

## Agenda/Minutes

### TITLE I AND NON-TITLE I SCHOOLS

#### Requirements and District Practices that need to be documented on SSC agenda and minutes with member signatures

Principal initial/date when item is completed	Timeline to Plan, schedule and include in Agenda/Minutes	Requirements and District Practices
	April/May or Sept./Oct.	<b>SSC Selection/Election</b> (Requirement)
	After the SSC election (by October)	<b>SSC Professional Development and Training</b> -Roles and Responsibilities for representatives elected (Requirement)
	After the SSC election (by October)	<b>SSC Meeting Calendar</b> for the school year (District Practice)
	August-October	<b>SSC plan and develop Single Plan for Student Achievement (SPSA)</b> including <b>ELAC</b> and other advisory committees (Requirement)
	August-January	<b>SSC annually review and revise the plan and proposed expenditure of funds</b> (Requirement)
	September-November	<b>SSC is informed of the Title I School's Annual Meeting to the Parents</b>
	September-November	<b>SSC develops Bylaws</b> (District Practice)
	Sept./Oct. or May/June	<b>SSC provides assistance with the development of the school level Parent Involvement Plan (PIP) and School Parent Compact</b> (Requirement)
	October	<b>SSC approves the SPSA</b> , sign and date Recommendation and Assurance Page (Requirement)
	December-February	<b>SSC approves School Accountability Report Card (SARC)</b> (Requirement)
	December to May	<b>SSC monitor the implementation of SPSA</b> (Requirement)
	January-February	<b>Mid-Year Evaluation</b> of the effectiveness of the Single Plan for Student Achievement (SPSA) (District Practice)
	June-August	<b>End of Year Evaluation</b> of the effectiveness of the Single Plan for Student Achievement (SPSA) (Requirement)
	At scheduled meetings	<b>SSC Review Student Achievement Data</b> (Requirement)
	At scheduled meetings	<b>SSC seek advisory from ELAC</b> – at site with 21 or more ELs, and other site advisory and special committees (Requirement)
	At scheduled meetings	<b>SSC provides advisory and feedback on expenditures using Local Control Funding Formula (LCFF)</b> (District Practice)
	Determined by School Safety Office	<b>SSC coordinates with the Safety Committee on the Safe School Plan</b> (District Practice)



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**School Name:** Charles Peck Elementary      **School Year:** 2020-2021

**Principal:** Mary Cardoso

**SSC Chair:** TBD

<b>Meeting Date:</b> January 20, 2021	<b>Meeting Location:</b> Zoom Meeting Platform
<b>Starting Time:</b> 3:30 p.m.	<b>Ending Time:</b> 4:30 p.m.

**Participants:** Elected SSC Council Members. All staff, parents and members of the public invited.  
Submit sign-in sheet with the completed meeting minutes/notes.

Item/Time Limit	Actions Requested	Person Responsible
1. Call to Order	Chair calls meeting to order	Chair
<b>Comments/Parent Advice</b>		
The meeting was called to order at 3:32 p.m		
2. Roll Call	Secretary takes roll – establish quorum	Secretary
<b>Comments/Parent Advice</b>		
The roll was taken and 9 of 10 members were present, establishing a quorum		
3. Additions/Changes to Agenda	N/A	Chair
<b>Comments/Parent Advice</b>		
There were no additions or changes to note		
4. Reading and Approval of Minutes	Motion to approve minutes	Secretary
<b>Comments/Parent Advice</b>		
A motion to approve the minutes was made by Callan Franklin and seconded by Shelley Littlefield. The motion was unanimously approved.		
5. Reports of Officers/Committees Recommendations from DELAC (_ min.)	Report from ELAC Rep, Principal	Chair
<b>Comments/Parent Advice</b>		
Ms. Cardoso reported that the next ELAC meeting was scheduled for February 2 and she would share the new Title 1 funding at that meeting ...reporting back to SSC parent feedback from that meeting		
6. Public Comment	*Not Applicable	Chair
<b>Comments/Parent Advice</b>		



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No public comments to note

**\*Under the Open Meeting Law, no action related to public comment may be acted upon at the meeting. Issues raised at the meeting may be scheduled for another SSC meeting, as approved by the council. Public comment is generally limited to two minutes per person.**

7. Unfinished Business	N/A	Principal
Comments/Parent Advice		
No unfinished business to note.		
8. New Business	Site Funded Positions	Chair/Principal
Comments/Parent Advice		
Ms. Cardoso shared the following information with the SSC.		
Title 1 Funds		
<ul style="list-style-type: none"> <li>• New formula for Title 1 funds.               <ul style="list-style-type: none"> <li>○ # of students who qualify for FRL (Free Reduced Lunch) x \$1175</li> <li>○ # of students is a snap shot</li> <li>○ This year that number was 312</li> <li>○ Previous Year was 86% of students, this year was 96%</li> </ul> </li> <li>• Next year we will receive \$366,600 from Title 1               <ul style="list-style-type: none"> <li>○ Current year is \$303,739</li> <li>○ Additional \$62K</li> </ul> </li> </ul>		
Site Funded Positions		
<ul style="list-style-type: none"> <li>• Currently fund the following positions               <ul style="list-style-type: none"> <li>○ Intervention (district currently funds this position but will send funding to sites starting next year and sites can decide what to fund instead)</li> <li>○ Counselor</li> <li>○ Campus Representative</li> <li>○ Instructional Assistant</li> </ul> </li> <li>• Total funding for these positions was \$270K for this year</li> <li>• Cost for next year for all positions would be \$272K</li> <li>• Staff was polled on what positions they thought were important to maintain               <ul style="list-style-type: none"> <li>○ 15 people responded                   <ul style="list-style-type: none"> <li>▪ 15 out of 15 voted for Intervention</li> <li>▪ 15 out of 15 voted for Counselor</li> <li>▪ 13 out of 15 voted for Campus Rep</li> <li>▪ 13 out of 15 voted for IA</li> </ul> </li> </ul> </li> </ul>		



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<ul style="list-style-type: none"> <li>• Some discussion occurred on the use of the IA position. Ms. Cardoso shared the tentative plans               <ul style="list-style-type: none"> <li>○ This will be reviewed by staff and the need determined internally</li> <li>○ Will try to make it an equitable division</li> <li>○ Gail Dunham wanted to confirm this is not something SSC voted on</li> <li>○ Ms Cardoso confirmed it is done by staff based on needs at the time</li> <li>○ Alison Jones stated she initially had concerns about all of the funding going to personnel, but states that we will still have \$94K in the Title One budget for other items, so she's now comfortable with the position being refilled.</li> <li>○ Liz Babbins stated that it with additional funds it will be like getting the IA for free</li> <li>○ Ms Cardoso - Since the current IA position hasn't been filled, if we are unable, it will be easier to move funds around</li> </ul> </li> </ul>		
<b>9. Adjournment</b>	<b>Chair adjourns meeting</b>	<b>Chair</b>
<b>Comments/Parent Advice</b> The meeting was adjourned at 3:59 p.m.		

Prepared by Kirsten Marshall & Mary Cardoso

Date: January 21, 2021

Attach sign-in sheet

Send completed Agenda/Minutes and sign-in sheet to the Office of Student Learning Assistance

Questions: [gwyn.dillanger@sanjuan.edu](mailto:gwyn.dillanger@sanjuan.edu)

Here's a recap of Title 1 Funding information presented at our staff meeting. There's a breakdown of the cost to fund positions, this year's costs/budget and next year's costs/budget. I attached a link to the Google Survey too. Your opinion



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and voice matter, so please let me know which positions you think we should fund next year.

#### Next Year's Costs if positions are funded:

- Intervention – \$134,561
- Counselor - \$62,460
- Campus Rep - \$33,520
- IA – average cost \$41,889

Current funding including centrally funded position/services = \$303,739

Next Year = \$366,600 ... increase of \$62,861 and includes what used to be centrally funded positions/services

Cost of current positions for next year: \$272,430

Cost of current positions this year: \$228,582 + \$41,889 (IA) = \$270,471