**Graham School Site Council Meeting Minutes**

**Date: 11-08-18**

**Time: 4:30pm- 6:00pm**

**Location: Conference Room (904) at Front Office**

**Attendees:**

Members: Hafsa Mirza, Laurie Balch, Anita Chang, Michael Hermosillo, Vern Taylor, Ryan Santiago, Claire Weber, Kirstin Solorzano, Jessica Lee, Arundhati Bose, Manny Velasco, Margaret Otto, Tarush Verma, Jose Virgen

Guest: Kathy Lee

Meeting was called to order by Chair Mirza at 4:34 pm.

Minutes of last SSC meeting on 10-11-18 were reviewed and moved to be approved by Tarush Verma, seconded by Margaret Otto. Motion carried to approve. It was determined that the alternate member is Jose Virgen.

SSC Bylaws reviewed. The following amendments were suggested and will be incorporated:

* Article III, Section 1, line 1: 10 regular members (not 11)
* Article III, Section 1, line 5: the principal or assistant principal (addition)
* Article III, Section 1, line 18: at the beginning of the school year or the end of the prior school year (addition)
* Article IV, Section 2, line 2: shall serve for 1 year (not 3)
* Article IV, Section 5, line 2: Article VI, Section 4 (addition)
* Article IV, Section 7, line 3: ~~to the SSC YahooGroup~~
* Article V: [correct formatting]

We will vote on amended SSC Bylaws at next meeting on 12-06-18.

2018-19 Budget reviewed. Discussion and clarifications points included:

* School Allocation (0100): money from District, per student, can’t be rolled over to following year, “flexible” (not restricted to specific groups)
* Yard Supervision (0110): looking for more employees in this area, can’t roll over
* Site Donations--General (0120): from Lifetouch, parents/community, etc., does roll over
* Parent Engagement (0320): PIQE (Parents Involved in Quality Education) is open to all

2018-19 Site Plan for Student Achievement (SPSA) reviewed. Discussion points included:

* Page 14: Addition of funds ($4,000) for Reading Assessment Program
* Page 25: Addition of funds ($10,000) for SocioEmotional Learning (SEL) Program. A program called MindUp is under consideration.
* Page 32: Correction needed. Yolanda Cruz, Maribel Barajas, and Azucena Castanon should be categorized at “Parent of Community ELAC Member,” rather than “Other School Staff” and total ELAC Members of each category adjusted accordingly.

Jessica Lee moved to approve SPSA with correction noted above; Tarush Verma seconded.

Motion passed.

Laurie Balch indicated that in the future it would be helpful to have more granularity in the budget (i.e., a sublisting of programs that are funded in the various categories with associated dollars) to assist SSC members in their fiduciary responsibility to oversee spending.

Hafsa Mirza raised issue that there is no money allocated for school safety; is this something we should consider in the future?

General Comments:

* It was noted that ELAC and PIQE hold meetings in Spanish, but the meetings are open to all. Translators will be provided as necessary. The SSC encourages publicizing these meetings to the whole community, especially to all international families.
* It was announced that the District Advisory Committee meeting will be on 11-14-18 at 6:30 pm at the MVLA District Office. All are encouraged to attend.

The meeting was adjourned by Chair Mirza at 6:01 pm.

Respectfully submitted by Anita Chang