

School Site Council & ELAC Agenda

February 1, 2023 - 2pm via Zoom

All parents and community members are encouraged to participate in our School Site Council. The SSC helps monitor the implementation of our Single Plan for Student/Pupil Achievement, helps evaluate the effectiveness of the allocation of resources, and provides additional input in the modification of the SPSA.

Attendance: Annie Lee, Bryan Kilby, KaLai Medina, Darcy Hawkes, Emily Chao, Mital Patel, Laura Pfeifer, Deepshikha Khaitan, Darren, Arpana Akinchan

Meeting called to order at 2:04 pm

1. Welcome and Introductions - Meeting Notes
2. Call the meeting to Order
3. ELAC & DELAC announcements
4. District & School announcements
 - a. Library - spent \$ to order books, may have some funds from PTO to order more. Waiting for literature books for 1st grade and 4th grade
 - b. CA Distinguished Award- Annie go to Anaheim on Feb. 15 for award ceremony, PTO will do luncheon
 - c. SPSA & Safety Plan-working on 2023-2024 plan; signed off by Mital
5. Safety Committee
 - *Long evacuation drill—pretend disaster—Tuesday, March 7th at 10:30am
 - *Practice the whole process
 - *Staff is informed of the updates and review the plan/roles for each teacher/discuss to execute
 - *Principal, Office Staff, Custodial staff play chief roles

*Parents/community are aware of the process

*Safety Circles: Primary inside circle, outside are upper grade students, paired with PALS–K/3rd, 1st/4th, 2nd/5th

*In Disaster situations, Parents will be notified with information via BrightArrow from school and district.

***Role playing not needed for Transportation/Communication. Students hide in the bathroom, have student council participate, Parent volunteers practice pretend pick-up (Mital, Laura, Darren, Arpana and others)

***Edit room 7 (showing up twice) /Library Help (Search and rescue)

*Questions: (Mital) What scenarios are we looking at for long evacuation? For anything disastrous; if for an active shooter, lockdown in the classroom.

6. Public Comment –Next meeting March 29, 2023 from 2pm-3pm

7. Adjournment Arpana ends meeting at 2:31pm

Chairperson - to organize, convene, and lead meetings of the SSC

Vice Chairperson - to serve in the absence of the chairperson

Secretary - to record actions taken at SSC meetings and keep SSC records

Parliamentarian - to resolve questions of procedure, often with the help of Robert's Rules of Order

SSC MEETING DATES: 3/29 & 5/24

[SSC MEETING AGENDA & NOTES - click here to view](#)