



**University Preparation Charter School  
School Site Council (SSC)**

**Mintues - DRAFT**

**Tuesday, 10/29/19**

**4:00 – 5:00 PM**

**UPCS Elementary School Site Staff Lounge**



<b><u>SSC Parent/Community Members:</u></b>	<b><u>SSC Staff Members:</u></b>	<b><u>Alternates</u></b>
Andre Vasquez (Parent) Present Sandra Canchola (Parent) Present Daniel Guevara (Parent) Present Ruben Ruiz (Parent) Present	Charmon Evans (Ex. Director) Present Kimberly Matthes (Teacher) Present Yessica Maldonado (Teacher) Present Darbi Johnson (Teacher) Present Suzy Maraboto (Other Staff) Present	Lakita Davis (Parent) Absent Gerardo Avila (Parent) Present Trevelyn Yahr (Teacher) Present

1. **Call to Order – Ms. Evans called the meeting to order at 4:12**
2. **Flag Salute – Charmon Evans with Itzel Rubio’s help, Andre’s daughter, led the flag salute**
3. **Introductions – members of the SSC introduced themselves again, considering the number of absences from the last SSC meeting**
4. **Nomination/ Election of Officers -held off until Sandra Canchola arrived.**
  - a. **Chair- Kimberly Matthes**
  - b. **Vice Chair- Suzy Maraboto**
  - c. **Secretary- Yessica Maldonado**
  - d. **Parliamentarian- Ruben Ruiz**
5. **Community Comments - None**
6. **Reading/Approval of Minutes 9/24/2019 – motioned by Charmon Evans, second by Ruben Ruiz. 8 yeas, 3 abstain (Sandra, Suzy, and Daniel)**
7. **New Business**
  - a. **Parent Involvement Policy – Ms. Evans presented key points and allowed for questions**
  - b. **Filling the open seat - Ms. Evans presented two options: 1. place alternate as permanent parent/community member; 2. open motion. Andre motioned to open the position and Sandra second the motion. Motioned passed**
  - c. **Establish School Safety Committee – Ms. Evans opened for volunteers to review school safety document. Andre, Suzy, and Yessica volunteered.**

**d. Local indicators – Ms. Evans reviewed document which listed local indicators.**

**8. Future Agenda Items**

**a. Next Meeting: November 29, 2019**

**i. State Test Scores**

**ii. LCAP and SPSA Update**

**9. Other Updates**

**10. Adjournment**