



**University Preparation Charter School  
School Site Council (SSC)  
Minutes  
November 27, 2018  
4:00 – 5:00 PM  
UPCS Teacher Lounge**



<b><u>SSC Parent/Community Members:</u></b>	<b><u>SSC Staff Members:</u></b>	<b><u>Alternates</u></b>
Alice Hiji (Parent) Manuel Correia (Community Member, CSUCI) <b>absent</b> Sandra Canchola (Parent) <b>absent</b> Daniel Guevara (Parent) Ruben Ruiz (Parent)	Charmon Evans (Executive Director) Melissa Cachu (Teacher) Tamara Catalano (Teacher) Lisa Donofrio (Other Staff) Ray Clayton (Teacher) <b>Absent</b>	Jessica Maiten (Parent) Angela Sanchez (Parent) <b>Absent</b>

**1. Call to Order 4:01**

**2. Flag Salute**

**3. Community Comments**

**4. Reading/Approval of Minutes 10-23-2018**

- a. Tamara motions to approve as presented in writing. Ruben 2<sup>nd</sup>
- b. All

**5. Business**

**a. Bylaws**

- i. Question on whether or not alternates can vote: Ruben investigated and found that we should follow the bylaws and alternates can vote if he/she is representing an absent member.

1. If there is a member absent- you should email a principal and the president (Alice Hiji).

**b. SPSA – orientation- Single Plan Student Achievement**

- i. Charmon clarifies that the primary responsibility for SSC is to verify federal funds. Also how our LCAP connects with the SPSA
- ii. Charmon hopes to have the SPSA completed for the January meeting.
- iii. Charmon reviewed how Title funds needs to be used
  1. Title I is for underachieving students
  2. Title II is for professional development money for

3. Title II can only be used for English Language Learner
4. Title IV- has broad specifications on how it can be used- our school is using it for technology
- iv. Tamara was asking about enrollment and how money will be allocated with 1 less TOSA
  1. Charmon discussed how she and the accountant will be budgeting and dispersing funds depending on enrollment.
- v. Charmon would like the committee to look over the funds that are being used in Goal 1 and how it connects to the SPSA.

**c. Updates**

- i. **LCAP** – No discussion
- ii. **Budget-** No discussion

**6. Future Agenda Items**

- a. **Next Meeting: January 22, 2019**

**7. Other Updates**

**8. Adjournment** Meeting adjourned at 4:56 p.m.