



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

MINUTES

Tuesday, 9/25/18

4:00 – 5:00 PM

UPCS Elementary School Site Staff Lounge



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

1. Call to Order at 4:08 p.m.

2. Flag Salute

3. Nomination/ Election of Officers

- a. Chairperson- Alice Hiji
- b. Vice-Chairperson- Tamara Catalano
- c. Secretary- Melissa Cachu
- d. Parliamentarian- Ruben Ruiz
- e. Other Officers- None

4. Community Comments

5. Reading/Approval of Minutes 6/18/2018 Charmon motioned to approve, Tamara 2nd. No discussions

6. New Business

- a. Charmon reviewed the purpose of the LCAP, school governance and School Site Council.
 - i. LCAP
 - ii. School Governance
 - iii. Purpose of the School Site Council is to:
 - 1. Review student achievement data
 - a. Looking at progress, student work, test scores, ELD progress, Title I progress and attendance.
 - 2. Develop the Comprehensive School Plan

- a. Involve stakeholders, analyze student performance data, monitor/analyze program effectiveness and analyze student needs
3. Ongoing review of Program effectiveness
4. Annual Revision of Plan
5. Recommend a plan to Local Board
6. Evaluate effectiveness of plan
7. Review annual budget: look at the costs, obstacles, effectiveness
8. We are not: school management committee, policy-making body, political organization, personnel committee, grievance committee, fundraising organization, extension of the PTSA, social group
9. Meetings are open to the public
- b. Introduction to the LCAP**
 - i. Charmon reviewed how to read and interpret the LCAP.
 - ii. She went over how the school is considered Title I and the four groups that are considered an unduplicated group: low income, English Learner, homeless and foster youth.
 - iii. Title I funding for underachieving students
 - iv. Title II for professional development
 - v. Title III for English Learners only
 - vi. Title IV is new and might be temporary
- c. Parent Involvement Policy:**
 - i. Charmon presented on the Parent Involvement, SSC committee to read for next meeting.
 - ii. Charmon has sent the lawyers to see if there are any changes that need to be
- d. Safety Committee**
 - i. Charmon is requesting for participants to work with her on the safety committee.
 1. Jessica Maiten
 2. Ruben Ruiz
 3. Alice Hiji

7. Future Agenda Items

- a. Next Meeting: October 23, 2018**
 - i. Test Scores**
 - ii. Local Indicators**

8. Other Updates

9. Adjournment at 5:11 p.m.