



**Nishimoto Elementary School**  
26460 Martin Street  
Madera, CA 93638  
(559) 664-8110 Fax: (559) 664-8343

*Erin Falke, Principal*

*Katie DeLeon, Vice Principal*

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## **SITE COUNCIL TRAINING MINUTES**

### **Formation/Orientation Meeting September 29, 2021**

#### **Purpose of the Meeting**

- \* Purpose of School Site Council
- \* Election of Officers
- \* Review School Site Council Bylaws
- \* Review Title I Parent Involvement Policy
- \* Review School-Student-Parent Compact
- \* Review School Site Plan, Assessment Data, and School Goals
- \* Review and Approve revised Title I Budget

1. Welcome
  - \* Roll (Sign-in) -
  - \* Introduction of new members and returning members
  - \* Establish a quorum -
2. Purpose of the School Site Council
  - \* SSC Composition
  - \* SSC Membership
  - \* SSC Responsibilities
  - \* Roles of the SSC Members
  - \* Parliamentary Procedures – Robert’s Rules of Order
3. Procedure for Electing Officers
  - \* Nominations
  - \* Elect a Chairperson, Vice-Chairperson, and Secretary
4. Review School Site Council Bylaws
  - \* Review Bylaws
  - \* Provide Input for revision of Bylaws
6. Review School-Student-Parent Compact
  - \* Review Compact
  - \* Provide Input for revision of Compact



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7. Public Input
  8. Next Meeting – 11/18/21
  9. Adjournment -