



School Site Council Meeting

Tuesday, September 24, 2024

Time: 4:00 pm

Location: TJ Library or Virtual (via Zoom)

Minutes #1

1. Welcome and Introductions

- [Sign in](#)

2. Call to Order

(Quorum must be established if items are to be voted upon; Time, by whom, and second must be part of the minutes).

4:00 pm

The first motion by Amanda

Second by Laura

3. Adoption of the Agenda

First Motion by Erick Mendoza Second by Laura Ruiz

4. Public Input

5. Reading and Approval of [Minutes \(May 15, 2024\)](#)

(First and second must be part of the minutes).

6. New Business

a. [SSC Power Point of responsibility and duties \(Spanish\)](#)

Notes: Ms. Garcia reviews the presentation with the counsel.

- Elaboration about what the ELAC committee was presented by Ms. Pena
- Question presented by Laura Ruiz regarding measurements?

b. Nominations for School Site Council Offices & Elections (Chairman, Co-Chair, Secretary)

Nominations: *Chairman: Williams nominates Emma, Pena nominates Mendoza, Ruiz nominates self*

Co-Chair: Emma nominates self

Secretary: Pena nominates Zavala

Elections:

Chairman:

Emma(3), Mendoza(4), Ruiz (1)

- *Mendoza Accepts nomination*



Co-Chair: Emma nomination (6)
- Emma accepts the nomination
Secretary: Pena nominates Zavala (9)
- Zavala accepts

Motion Approved:

First: Williams
Second: Feaver

c. Proposed School Site Council [Bylaws/Robert's Rules of Order \(Spanish\)](#)

(Make changes to Bylaws as needed; first and second must be part of the minutes; adhere to timelines).

I. Make any changes to the Bylaws during the next SSC meeting. Send home a notice to your school community regarding public input also posted on the school website.

II. Adhere to the timeline with respect to the election or replacement of SSC members as determined by your Bylaws. Make changes to the timelines if needed.

d. Approval of [Centralized Services for Madera Unified](#)

i. [Centralized Services are the costs associated with providing guidance, materials, and assistance to school sites.](#)

(First and second must be part of the minutes.) \

- Counsel asked to review Bylaws and come to next meeting with questions or suggestions

e. Title I Parent Annual Meeting

i. Title I Parent Meeting held on Back to School Night (August 28, 2024 @ 5:30pm)

ii. See attached [presentation](#).

f. Parent Involvement/Education

i. Discuss ways to enhance parent involvement

Notes: Question posed "How can we increase parent involvement?"

- Williams: Having a Trunk or Treat event brings the community together. Clubs were able to set up a booth and felt more involved.
- Mendoza: Using social media to promote events
- Ruiz: Commented that increasing social media usage to get information out to families. Ms. Garcia asked which platform was preferred, Ruiz stated that Instagram is best but perhaps it would be best to send out a survey.
- Feaver: Band events to bring the community together. Using other arts like cheer and art to bring the public together.
- Williams: Can food be brought in to make it feel more connected? Paletas are brought in and that is a good way to get students/families more involved. Also having a day/time set up for staff and parents to get to know the principal better.
- Garcia commented that Coffee with the principal could be done in the second semester. She posed the question of what would be a good time.
- Laura suggested it could be "Happy Hour" with juice or a light snack as the afternoon would be a better time.
- Mendoza: During Orientation, the principal could have a space to meet with parents.



- Williams: suggested a once-a-quarter event to get parents involved.
- Ruiz: Could a flier be provided at drop-off showcasing events going on on campus?
- Garcia: At the PTO meeting there was a lot of excitement about how to get parents involved.
- Zavala: She had not heard of the dance or request for help with paletas so more needs to be done to advertise.
- Emily suggested that using Facebook could help with getting information out to families.
- Ruiz: Parent meetings are scheduled at the same time so it can be difficult to make multiple events.
- Pedro asked if there was a way to fix the marquee

ii. Identify Topics

g. Review [Uniform Complaint Procedures \(UCP\)](#)

h. PAC Election

i. Nominations

1. Haley Rivera-Gonzalez

ii. Vote 1st: Fever 2nd: Emily

i.. Review of Proposed Single Plan for Student Achievement ([SPSA](#))

i. Discuss changes/revisions to 2023-2024 Budget allocations
(First and second must be part of the minutes.)

- Goal 1: MultiLingualism
- Goal 2: High-quality Student Engagement discussion
- Goal 3: Effective learning environments discussion. \$7,000 dollars available. Very similar to last year's SPSA. The SPSA reviewed shows the last data approved which may be a little bit different than this year.
- Goal 4: Maximize Student Achievement
- CAASPP data 22/23 the team will review data again once the new data is added.
- Difference from Standard was explained
- Attendance and chronic absences were discussed.
- Subgroups were presented (EL, FIT, SPED, etc.)
- Analysis: Money allocated for field trips (\$4,000) only \$2500 spent. Goal 3 had a differential of \$33,000. This year we need to plan on using the money allocated. An example of teachers wanting to tutor was given as to how that money can be spent.
- Discussion about training needed to build the PLC capacity as well as co-teaching. Ms. Williams shared about her half-day planning day experience in working with the Newcomer teacher. Mr. Feaver shared about the whole day planning with the History department. He appreciated the time to share ideas and stated that they were able to plan out their lessons up until November.
- Ms. Garcia talked about an emphasis on being open minded, having fun in the classroom while maximizing learning, and being the educator you would want your own children to have.

Thomas Jefferson Middle School

*Amanda Garcia-Principal
Sandra Kelly- Vice Principal
Cindy Pena- Vice Principal
Chris Rodriguez-Vice Principal*

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First Motion Eric, Second Emily

7. Old Business

a. None

8. Reports

9. Announcements

- PTO Meeting 9/25/24 5pm
- ELAC Meeting 9/26/24 5:30 pm
- Dance 9/27 4-5:30pm in the Gym

10. Next Meeting

11/14/24

11. Adjournment

5:06, First: Fever Second: Emma

DATE POSTED: (72 hours prior to meeting): Friday, September 20th, 2024