



September 29, 2021
3:00 p.m. – 4:00 p.m.
<https://maderausd.zoom.us/j/86900676170>

James Monroe Elementary School Site Council

Mission Statement:

Our mission is to teach students and make sure they are learning so that they can achieve grade level proficiency or above. We want to offer each child an equal chance to gain a quality education and provide them the basic foundation to achieve academically and become lifelong learners and productive citizens in their community. We, along with the school board, believe that the futures of children are driven by their aspirations.

Facilitator: Mr. L. Perez, Principal

Attendees: Leonard Perez (Principal), Cynthia Amezola (teacher), Catherine Jones (teacher), Aimee Connolly (teacher), Frank Espinosa (other), Erica Ramos (Parent), Jessica Melgoaz (Parent), Ana Giron (Parent), Luz Moreno (Parent), Pah Foua Yang (Parent) **(Attendees Present)**

All parents and community members are encouraged to participate in our School Site Council. The School Site Council helps monitor the implementation of our Single Plan for Student Achievement (SPSA), helps evaluate the effectiveness of the allocation of resources, and provides additional input in the modification of the SPSA.

AGENDA ITEMS

1. Welcome and Introductions - Establish A Quorum
2. Call to Order @ 3:19 pm
3. Adoption of the Agenda: Add or Deletion of the Agenda (motion needed)

1st: Frank Espinosa

2nd: Cynthia Amezola

4. Public Input

Public Input is for visitors who wish to speak on a subject not on the board agenda. Ten minutes of this portion of the meeting are reserved for members of the public to address the School Site Council on items not listed on the agenda and within the jurisdiction of the School Site Council. Speakers are limited to two (2) minutes. The School Site Council is prohibited by law from taking action on matters discussed that are not on the Agenda, and no adverse conclusions should be drawn if the School Council does not respond to public comment at this time. If you wish to address the Board, please state your name and address.

5. Approval of Previous Minutes – May 20, 2021 (motion needed)

1st: Erica Ramos

2nd: Frank Espinosa

6. New Business

- a. School Site Council Training - Roles and Responsibilities - Robert's Rules of Order

-reviewed the number of members needed for each meeting; reviewed the duties of the officers and minutes; basic expectations were reviewed (attend, share, be committed to the process); roles of the school site council were reviewed; looked at the big picture of the SSC; reviewed the school plan for student achievement; the needs of the kids and the budget are main focus points of the SSC; data and student activity needs are considered; meeting minutes protocol reviewed; effective communication was reviewed; increasing effectiveness by sticking together is important

-ROBERT'S RULES looked at by the group (lots of information to share; attendees were given a copy to look further into each rule for a better understanding)

- b. Election of Officers - Chairperson (Principal or designee), Vice-Chairperson, Secretary (motion needed)
- Chairperson: Mr. Perez**
Vice-Chairperson: Ms. Melgoza
Secretary: Mrs. Connolly
1st: Ms. Giron
2nd: Ms. Amezola
- c. School Site Council By-Laws - distribute for review, revision, and approval at the next meeting
***10 members for the committee; at least 5 meetings required; a quorum should stay at 7 in case there is a split vote; chairperson shall preside over all meetings and the Vice-Chairperson would take over followed by the secretary;**
- d. Parent Involvement Policy/Parent-School /Compact - distribute for review, revision, and approval at the next meeting
- Pledges of administration may need to be added to the compact**
-PARENT/SCHOOL COMPACT: students and staff agree to do/follow
- e. Review Uniform Complaint Procedures (UCP)
- Area Assistant Superintendent (needs to be updated) - instead of CAO**
-form must be posted around school
-general complaints are more common
-parents should start at the school site first if they have a complaint (teacher first if possible/School Site, the Area Assistant Superintendent, Associate Superintendent, Superintendent, School Board)
- f. Approval and adoption of the 2020-21 Monroe Safety Plan
- Names and documents have been attached**
-The phone tree still needs to be updated to be completed
-School Safety Walk completed to show things have been checked
-Teachers listed who have CPR, AED and epi-pen certification
-Titan app for emergency information
-Emergency procedures
-Flow chart for dangerous situations
-Lock down procedures
-Threat assessments
-Care call crisis
-Evacuation plans (stage 1 & 2) our evacuation site is now Matilda Torres which includes a reunification map
-Earthquake drill procedures
-Bomb threat procedures and a worksheet included
- 9 votes yes**
0 votes no
***approved**
- g. Approval request to utilize Title 1 funds for PBIS signage throughout the school site.
- \$9,093.50**
\$15,230.75
\$22,650.25
- Examples of signage: large ceramic signs, hallway signs, plexiglass protection, classroom posters, library and cafeteria signs, bathroom signs**
- Money would be pulled from title 1 funding**
-Follow up regarding cameras on campus. A team came to campus to tour and make notes. Mr. Perez will follow-up since new signage of a large value will be added to the campus.
- 9 votes for a yes**
0 votes for no

7. Reports

- a. **Data Quality Index Report: Aug.-A; Sept.-Cancelled, Oct.
Monroe received an A grade**
- b. **Parent Square Participation - James Monroe is at 99.5% - Need approximately 3 family records to reach 100%**
- c. **Confidential Family Surveys - James Monroe currently needs 92 families to complete the survey.**

8. Announcements

- a. **On September 13, James Monroe, along with the other elementary schools began to implement the elective classes for all students TK-6. All students have access to 50 minutes a week for each elective class (PE, Art, STEM, Music, and Library).**
- b. **On September 17, the San Joaquin River Parkway (SJRP) were on campus to meet with our 6th grade team to discuss upcoming field trips to Coke Hollowell Center on 11/29/21 and Sycamore Island Ranch on 3/3/22.**
- c. **Big Smiles, who support student dentistry needs, was on campus, Wednesday, September 22. They were able to service many students who turned in a permission slip.**
- d. **On September 22, our Mighty 2nd graders took a virtual trip to the Fossil Discovery Center in Chowchilla, CA. The teachers' feedback was that the students enjoyed it very much and learned some interesting facts.**
- e. **On Tuesday, September 28th, the Madera Unified Board of Trustees approved funding to send all 6th graders to 6th Grade Camp. James Monroe has begun to investigate and look into possible locations for booking and what is needed by staff, students, and parents.**

- Revisit school cameras on campus

9. Next Meetings

- **November 18, 2021 at 3:00 pm**
- **January 27, 2022 at 3:00 pm**
- **March 24, 2022 at 3:00 pm**
- **May 12, 2022 at 3:00 pm**

10. Adjournment (motion needed) 5:11 pm

1st: Ms. Yang
2nd: Mrs. Melgoza

