

CENTINELA VALLEY UNION HIGH SCHOOL DISTRICT

Date of Posting: _____

AGENDA for ☒SSC ☐ELAC ☐SPAC Meeting**Date of Meeting: 11/17/14****Location: LHS Principal's Meeting Room****Starting Time: 3:30 PM****Proposed Ending Time: 5:00 PM****Participants at Meeting:** Member of ☒SSC ☐ELAC ☐SPAC***All staff, parents, and members of the public are invited to attend the meeting.***

Agenda Item	Action Required	Responsible Person	Time Limit
Call the meeting to order	None	Mrs. Amador, President	1 minute
Roll Call	None	Ms. Rojas, Secretary	1 minute
Changes/Additions to the Agenda	Approval/Modification of the Agenda	Mrs. Amador, President	2 minutes
Approval of Minutes	Vote to approve minutes from prior meeting, dated: _____	Mrs. Amador, President	2 minutes
Public Comment	Issues raised to be scheduled for another SSC meeting	Mrs. Amador, President	5 minutes
Old Business (Issues raised at prior meeting and tabled until this meeting)			
1. Approval of 2015-16 budget	1) Report out	1) All Participants	10 minutes
New Business			
1) Site Reports aligned to SPSA implementation	1) Discussion	1) _____	10 minutes
a) Present current data	2) Discussion	2) _____	15 minutes
2) Parent Involvement Policy sample	3)	3) Ms. Noah	10 minutes
3) School Behavior and Safety	4) Discussion	4) Dr. Kwong	10 minutes
4) Weekly Attendance Data			
Advisement to the Board			
1) _____	1) Discussion	Mrs. Amador, President	5 minutes
Adjournment	Approval to adjourn the meeting	Mrs. Amador, President	1 minute

SSC Legal Requirements and meeting date fulfilled:

1.	School Plan Development – Data Analysis & Needs Assessment	
2.	School Plan Development – School Goals & Improvement Activities	
3.	School Plan – Evaluation	
4.	School Plan Budget	
5.	School Plan Approval	
6.	Training – Legal Responsibilities	
7.	Uniform Complaint Procedures (UCP)	

Meeting Minutes Template

Centinela Valley Union High School District

XXX High School

MINUTES of ☒SSC ☐ELAC ☐SPAC Meeting

Meeting Date: _____

MEMBERS PRESENT: (list members and their position; check off for attendance)

Member	Role (include position: President, etc.)	Present?
Mrs. Amador	President	
Ms. Noah	Vice-President	
Dr. Rodas	Principle	
Ms. Rojas	Secretary	
Mr. Sanders	Teacher	
Mr. Howard	Teacher	
Ms. A. Bassey	Student representative	
Mr. D. Hicks	Student representative	
Non-Member	Role (include who representing: ELAC, SAC, etc.)	Present?

(Check **Compliance Items** covered at this meeting and reflected in minutes.)

SSC Responsibilities			ELAC Responsibilities			SAC Responsibilities		
	1A.	School Plan Development – Data Analysis & Needs Assessment		1.	EL Program		1.	Title I Requirements
	1B.	School Plan Development – School Goals & Improvement Activities		2.	EL Needs Assessment		2.	Parent Involvement Policy – Development & Distribution
	1C.	School Plan – Evaluation		3.	R30 Language Census		3.	School-Parent Compact – Development & Distribution
	1D.	School Plan Budget		4.	School Attendance		4.	Title I Programs
	1E.	School Plan Approval		5.	Training – Legal Advisory Responsibilities		5.	School & Parent Programs
	2.	Training – Legal Responsibilities		6.	Election of DELAC member(s)		6.	Academic Standards & Assessments
							7.	Training – Helping children improve achievement
							8.	Election of DAC member(s)
JOINT Responsibilities				1.	Uniform Complaint Procedures (UCP)		2.	Safety Plan

I. Welcome & Introductions

II. Approval of Minutes

The following is a summary of changes made to the prior month's minutes:

Motion to approve minutes by: _____

Motion to approve minutes "seconded" by: _____

III. Old Business

The following is a summary of discussion/action(s) taken on items previously "tabled" for future discussion:

Parent Input/Advice/Comments:

IV. New Business

The following is a summary of discussion/action(s) taken on the above-checked items:

Parent Input/Advice/Comments:

V. Other

Parent Input/Advice/Comments:

Advisory Committee Input (for SSC Meetings):

ELAC Input:

SPAC Input:

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VI. Adjournment: 4:30 p.m.

Respectfully submitted,

Secretary, _____ (Council/Committee)