



# Meeting Minutes

San Diego Unified School District

SSC Meeting Minutes

## Cadman Elementary School

SSC Meeting  
October 2, 2019

### MEMBERS PRESENT:

<input checked="" type="checkbox"/> Linda Trousdale	Principal	<input checked="" type="checkbox"/> Vilma Betancourt	<input checked="" type="checkbox"/> Quorum was met
<input type="checkbox"/> Brooke Benjamin	Classroom Teacher (1st yr.)	<input type="checkbox"/> Cristina Werner(2 Year Term)	Parent (1 <sup>st</sup> yr.)
<input checked="" type="checkbox"/> Heather Mollica	Classroom Teacher (2nd yr.) DAC	<input checked="" type="checkbox"/> Anne Bucher (2 Year Term)	Parent (1 <sup>st</sup> year)
<input checked="" type="checkbox"/> Yvonne Robles	Classroom Teacher (2nd yr.) Chair	<input checked="" type="checkbox"/> Tom Falk (2 Year Term)	Parent (2 <sup>nd</sup> yr.)
<input checked="" type="checkbox"/> Darla Razzani	Other – school personnel (1 <sup>st</sup> yr.)	<input type="checkbox"/> Rachelle Forsythe (2 Year Term)	Parent (2 <sup>nd</sup> year)
			_DAC Alt.

### Guest Name:

ITEM	DESCRIPTION/ACTIONS	MEETING SUMMARY
1. Call to Order	• SSC Chairperson, Yvonne Robles	Meeting was called to order at 7:36 a.m.
2. Public Comment	Open	There was no public comment.
3. SSC Business	<ul style="list-style-type: none"> <li>• Action Item: Approval of minutes for September 4, 2019: SSC Chairperson – Yvonne Robles</li> <li>• Action item – introduce new SSC member – Christina Werner, Yvonne Robles, SSC Chairperson</li> </ul>	<ul style="list-style-type: none"> <li>• Voting: Tom Falk made a motion to approve the minutes. Anne Bucher seconded the motion. Motion passed.</li> <li>➤ Voting <b>New member elected</b> – Christina Werner was nominated for the vacant SSC position. A ballot went out to all families. All ballots returned were in favor of Christina Werner representing families on the SSC. Tom Falk made a motion to accept the new member based on the ballots. Anne Bucher seconded the motion. All members present were in favor. The motion passed.</li> </ul>

<ul style="list-style-type: none"> <li>➤ Review of the 2019-20 SSC By-Laws</li> <li>➤ Attendance review</li> <li>➤ Review of Evaluation for Title 1 funded programs</li> </ul>	<ul style="list-style-type: none"> <li>• Action item – Vote in a new DAC Alternate, Yvonne Robles, SSC Chair</li> <li>• Action Item- Review and Approve the 2019-20 Cadman SSC By-Laws, Linda Trousdale , Principal</li> <li>• Information item- Linda Trousdale, Principal</li> <li>• Information item- Linda Trousdale, Principal</li> </ul>	<ul style="list-style-type: none"> <li>➤ Voting <p><b>DAC Alternate</b> – Anne Bucher made a motion to nominate Rachelle Forsythe as the DAC Alternate. Heather Mollica seconded the motion. All members present were in favor. The motion passed. It was discussed that all parents are voting members of the DAC and can all serve as alternates.</p> </li> <li>➤ Voting – The SSC reviewed and discussed the proposed 2019-20 By-Laws. Tom Falk made a motion to approve the By-Laws as written. Yvonne Robles seconded the motion. All present were in favor. The motion passed.</li> <li>➤ Information Item- Discussion- The SSC team reviewed the 2018-19 Cumulative attendance data. Cadman was ranked second in the Clairemont Cluster. The Perfect Attendance contest is happening and classes have been earning letters to spell out PERFECT ATTENDANCE. This means everyone is at school all day (no tardies or early outs) to receive a letter. Mrs. Trousdale just pulled up the chronic absentee list and in the first month of school, we had 24 scholars that had missed more than 10% of the school days. This is concerning as we have typically had strong attendance patterns at Cadman. The Office staff and the School Counselor along with the Principal and Nurse will be looking into this data more closely. Next month we will have the Cluster ranking data to review.</li> <li>➤ Information Item – Discussion- The SSC reviewed the evaluation document and discussed the areas of growth and areas for continued improvement based on the 2018-19 goals for Cadman.</li> </ul>
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<p>4. Data Review</p> <ul style="list-style-type: none"> <li>➤ No data review- teachers are currently doing initial assessments</li> </ul>	<ul style="list-style-type: none"> <li>• Information–Linda Trousdale, Principal</li> </ul>	<ul style="list-style-type: none"> <li>• Information Item: Principal Trousdale shared the staff are currently working on their assessments for scholars. Grades 3<sup>rd</sup> through 5<sup>th</sup> are also taking the FAST assessments online in Reading and Mathematics.</li> </ul>
<p>5. SPSA</p> <ul style="list-style-type: none"> <li>➤ Goal Review for 2019-20</li> </ul>	<ul style="list-style-type: none"> <li>➤ Action Item- Linda Trousdale, Principal</li> </ul>	<ul style="list-style-type: none"> <li>➤ Voting- The SSC team reviewed the final Goals for the SPSA for the 2019-20 school year. There was discussion around some of the data trends. We discovered that when comparing males and females over 3 years there were some areas that needed more analysis. Mrs. Trousdale is going to try to sort out the trends and will report at the November SSC meeting. One hypothesis the team had was we might be seeing an increase in test scores for males, as they prefer computer based activities. Females may not have that as a preferred activity and that may be part of the decline in scores for them. Another conversation was about the stamina it takes to complete the assessments and that there is an expectation for scholars to explain their thinking with more than a one-sentence response. After discussion and review: Tom Falk made a motion to approve the SPSA goals for the 2019-20 school year. Anne Bucher seconded the motion. All members present were in favor. The motion passed.</li> </ul>

6. Budget		
➤ Review of current funds	➤ Information- Linda Trousdale, Principal	➤ Discussion of current expenses and options for moving funds. The team reviewed the current budget at the start of the school year.

ITEM	DESCRIPTION/ACTIONS	MEETING SUMMARY
7. DAC and ELAC		
➤ DAC Report	• Information: Report by Heather Mollica, DAC Representative	➤ Information – Heather provided the information to the team from the September meeting. Tom Liberto had shared a budget video with the DAC.
➤ ELAC Report	• Informational: Principal Trousdale	➤ No Report – Principal Trousdale shared that we currently have 19 scholars who are identified as English Learners. If a school has, 21 or more they must have an ELAC. We have formally moved the ELAC and the responsibilities into the SSC. Mrs. Trousdale will seek more guidance on the process for us now that we only have 19 scholars identified.

**Meeting Adjourned at 8:36 a.m.**

**Minutes recorded by Linda Trousdale, Principal –SSC**

**Next Scheduled Cadman Elementary SSC Meeting: November 6, 2019**

**7:30 -8:30 a.m. Cadman Library**