



# **Meeting Minutes** San Diego Unified School District

SSC Meeting Minutes

## **Cadman Elementary School** SSC Meeting October 9, 2020

### **MEMBERS PRESENT:**

<input checked="" type="checkbox"/> Linda Trousdale	Principal	<input type="checkbox"/> Vilma Betancourt (DAC)	<input checked="" type="checkbox"/> Quorum was met
<input checked="" type="checkbox"/> Brooke Benjamin	Classroom Teacher (2 <sup>nd</sup> yr.)	<input checked="" type="checkbox"/> Cindy Davis (2 Year Term)	Parent (2 <sup>nd</sup> yr.)
<input checked="" type="checkbox"/> Heather Mollica	Classroom Teacher (2nd yr.)	<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"/> Heather Anson (2 Year Term)	Parent (2 <sup>nd</sup> yr.)
<input checked="" type="checkbox"/> Darla Razzani	Other – school personnel (2 <sup>nd</sup> yr.)	<input checked="" type="checkbox"/> Tiffany Hoskins (2 Year Term)	Parent (1 <sup>st</sup> year)

**Guest Name:**

ITEM	DESCRIPTION/ACTIONS	MEETING SUMMARY
1. Call to Order	• SSC Chairperson, Yvonne Robles	Meeting was called to order at 7:39 a.m. using the ZOOM platform to conduct the meeting.
2. Public Comment	Open	There was no public comment.
<ul style="list-style-type: none"> <li>➤ SSC Business</li> <li>➤ Welcome and Introductions</li> <li>➤ Approval of Minutes</li> <li>➤ Distribute 2020-2021 Uniform Complaint Procedure</li> <li>➤ Review SSC Bylaws 2020-2021</li> </ul>	<ul style="list-style-type: none"> <li>• Information Item, Linda Trousdale, Principal</li> <li>• Action Item: Approval of minutes for May 6, 2020 meeting: SSC Chairperson- Yvonne Robles</li> <li>• Information Item, Linda Trousdale, Principal</li> <li>• Action Item, Yvonne Robles, SSC Chairperson</li> </ul>	<ul style="list-style-type: none"> <li>• All members were introduced. New SSC members are: Heather Anson, Tiffany Hoskins, and Cindy Davis</li> <li>• Brooke Benjamin made a motion to approve the minutes. Anne Bucher seconded the motion. Motion passed</li> <li>• Information Item – Principal Trousdale shared the Uniform Complaint Procedure and the purpose behind it.</li> <li>• Voting and Discussion – The SSC Bylaws were reviewed by the SSC. Heather Anson made a motion to approve the SSC Bylaws for 2020-2021. Brooke Benjamin seconded the motion. Motion passed.</li> </ul>



<ul style="list-style-type: none"> <li>➤ Review Parent and Family Engagement Policy 2020-2021</li>   <li>➤ Review School Parent Compact 2020-2021</li>   <li>➤ Attendance update with Online Learning</li>   <li>➤ Elect SSC Positions for the 2020-2021 year (Chair, Co-Chair, DAC representative, DAC-ALT, Secretary)</li> </ul>	<ul style="list-style-type: none"> <li>• Action Item, Yvonne Robles, SSC Chairperson</li>   <li>• Action Item, Yvonne Robles, SSC Chairperson</li>   <li>• Information Item – share data on Online Learning, Linda Trousdale, Principal</li>   <li>• Action Item, Linda Trousdale, Principal</li> </ul>	<ul style="list-style-type: none"> <li>• Voting and Discussion – The SSC reviewed the Parent and Family Engagement Policy for 2020-2021. Heather Anson made a motion to approve the Parent and Family Engagement Policy 2020-2021. Cindy Davis seconded the motion. Motion passed.</li>   <li>• Voting and Discussion – The SSC reviewed the School Parent Compact for 2020-2021. Tiffany Hoskins made a motion to approve the School Parent Compact for 2020-2021. Brooke Benjamin seconded the motion. Motion passed.</li>   <li>• Information and Discussion – The SSC reviewed our current enrollment number which is 151. Our Year to Date attendance rate is 96.70%. Our goal is 97% daily. We reviewed the attendance for the 2019-2020 school year and looked at the data before school closure on March 13, 2020 and then when we resumed via Distance Learning in April of 2020. During the closures in the spring attendance was taken once a week versus daily, which increased the overall attendance rate some weeks to 100%.</li>   <li>• Voting –  SSC Chair Person: Tiffany Hoskins nominated Yvonne Robles as SSC Chairperson. Heather Anson seconded the motion. All SSC members were in favor. Motion passed.   SSC Co-chairperson: Heather Mollica nominated Brooke Benjamin as SSC Co-Chairperson. Anne Bucher seconded the motion. All SSC members were in favor. Motion passed.</li> </ul>
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		<p>DAC Representative: Cindy Davis nominated Vilma Betancourt as the DAC representative for Cadman. Heather Mollica seconded the motion. All SSC members were in favor. Motion passed.</p> <p>DAC Alternate: Brooke Benjamin nominated Cindy Davis as the Alternate DAC representative for Cadman. Yvonne Robles seconded the motion. All SSC members were in favor. Motion passed.</p>
<p>3. Data Review</p> <ul style="list-style-type: none"> <li>➤ No data was presented</li> </ul>		
<p>4. School Plan for Student Achievement</p> <ul style="list-style-type: none"> <li>➤ SPSA Approval and Goal Review for 2020-2021</li> </ul>	<ul style="list-style-type: none"> <li>➤ Action Item- Linda Trousdale, Principal</li> </ul>	<ul style="list-style-type: none"> <li>➤ Discussion and Voting – The SSC reviewed the SPSA and Goals for the 2020-2021 school year. Principal Trousdale discussed the Goals and the process for review throughout the year. Principal Trousdale also shared the student groups the district is focusing on to provide support and resources. The three additional student groups are: Students with Disabilities, English Learners and Black Youth. Brooke Benjamin made a motion to approve the 2020-2021 SPSA. Yvonne Robles seconded the motion. All SSC members were in favor. Motion passed.</li> </ul>
<p>5. Budget</p> <ul style="list-style-type: none"> <li>➤ Review of current funds</li> </ul>	<ul style="list-style-type: none"> <li>➤ Information- Linda Trousdale, Principal</li> </ul>	<ul style="list-style-type: none"> <li>➤ Discussion of current expenses. The team reviewed the current budget.</li> </ul>



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ITEM	DESCRIPTION/ACTIONS	MEETING SUMMARY
6. DAC and ELAC ➤ DAC Report ➤ ELAC Report	<ul style="list-style-type: none"> <li>• Informational: No Report</li> <li>• Informational: No Report</li> </ul>	<ul style="list-style-type: none"> <li>➤ No Report</li> <li>➤ No Report</li> </ul>

**Meeting Adjourned at 8:38 a.m.**

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

**Next Scheduled Cadman Elementary SSC Meeting: November 4, 2020**

**7:30 -8:30 a.m. Via Zoom**