



## EL RANCHO UNIFIED SCHOOL DISTRICT

School Site Council (SSC)

STEAM ACADEMY @ BURKE School

**MINUTES** for SSC Meeting of October 5, 2017  
(date)

MEMBERS PRESENT: Elisabeth Gomez (Parent), Martina Avina (Student), Angela Dorough (Teacher), Melina Kust (Teacher), Sylvia Vela-Amaya (Teacher), Kathryn Adame (Teacher), Michelle Baucom (Classified Staff), and Edna Tristan (Principal)

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

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**I. Welcome and Introductions:** Mrs. Tristan welcomed all members of School Site Council. Introductions were made and new members were introduced.

- II. Call to Order** Meeting was called to order at 4:11pm
- A. Motion to approve Minutes May 25, 2017 meeting, motion by Kathryn Adame and 2nd by Melina Kust.
  - B. Motion to approve Proposed Agenda by Edna Tristan and 2nd by Kathryn Adame.

**III. Legal Requirements**

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

- A. Review Bylaws and Greene Act
  - i) A few corrections were made to the Bylaws
- B. Review Roles and Responsibilities on SSC
 

The roles and responsibilities of School Site Council were reviewed and discussed.
- C. Election of Committee Officers
  - i) Motion to elect new Committee Officers was made by Edna Tristan and 2nd by Michelle Baucom. Michelle Baucom nominated Edna Tristan as Chairperson. Edna Tristan accepted the nomination, voted on, and passed.

ii) Melina Kust nominated Sylvia Vela-Amaya as Vice chairperson, she declined. Sylvia Vela-Amaya nominated Kathryn Adame as Vice Chairperson, she accepted the nomination, voted on and passed.

iii) Edna Tristan nominated Michelle Baucom as Secretary, she accepted the nomination, voted on and passed.

D. SPSA Budget

i) Mrs. Tristan reviewed the new budget with the council.

E. SPSA Review

i) School Site Council reviewed the SPSA.

F. SPSA Approval

i) Motion to approve the SPSA was made by Sylvia Vela-Amaya, seconded by Angela Dorrough. School Site Council voted and approved the new SPSA.

#### **IV. New Business**

A. Adoption of ELAC into SSC and Election of DAC Representative.

i) Reviewed steps for delegating ELAC responsibilities to SSC and how SSC can fulfill ELAC responsibilities.

ii) Election of DAC Representative, motion was made by Sylvia Vela-Amaya to nominate Rosanna Cabrera. Mrs. Cabrera accepted the nomination.

B. Public Comments or Questions: Ms. Mejia was impressed with our Back to School Night. She enjoyed how the teachers collaborate with each other.

C. Announcements

i) Parent Conference on October 25th. They will be student led with two sessions 1:30-3:30 and 5:00-7:00pm.

ii) Science Lab ribbon cutting ceremony on November 1st at 4:00 pm. Our 2nd Annual Dia de Los Muertos Celebration will follow from 4:30 - 7:00pm

D. Date of Next Meetings: November 16, January 25, 2018, March 1, April 12 and May 24.

**VI. Adjournment:** Meeting was called to adjourn at 5:38pm by Sylvia Vela-Amaya and 2nd by Elisabeth Gomez.