

**Alliance Judy Ivie Burton Technology Academy
School Site Council Minutes
Date: Wednesday, September 14, 2016**

**Starting Time: 4:00 pm
Ending Time: 5:55 pm**

Item	Action	Responsible	Comment/Parent Input
Call to order	None	Chair	Mr. Sanchez began the meeting; he acted as the chair for the first section of the meeting until a chair was elected.
Roll call	None		Mr. Sanchez began the meeting when 9 of the 12 members were present. We also had 2 visitors Ms. Wetzel and Mr. Padron.
Public Comment		Chair	There was no public comment.
Additions/Changes to Agenda		Chair	There were no changes in the agenda
Reading and approval of the minutes		Secretary	This is the first official meeting of the SSC; the first minutes will be approved in the next SSC meeting.
Reports of committees/officers		Chair	No Reports of Committee/ officers because this is the first meeting.
New business:			
Approve Bylaws		Chair	Mr. Sanchez began to present the new SSC Bylaws. Mr. Sanchez gave the group 5 minutes to go over and review the bylaws. Ms. Huesca asked to clarify a section of the Bylaw, which states that every year 1/2 of the SSC is up for election. It was clarified that because we have decided to do yearly elections, every member of the SSC must run for office at the end of the year. Ms. Byerly made a motion to approve; the motion was second by Ms. Guerrero. The votes are as followed: 9 voted to approve, 0 voted against. The Bylaws were approved.
Select SSC officers		Chair	Mr. Sanchez explained that in Article III of the bylaws have open positions for members of the SSC. Mr. Sanchez asked if anyone would like to volunteer to fulfill the chairperson position, Ms. Huesca volunteered. Ms. Castellanos moved the motion forward and Ms. Guerrero second. The votes for Ms. Huesca to be the chairperson were as follows: 9 votes to approve, 0 votes against. Ms. Castellanos volunteered to fulfill the position of Vice-Chairperson. Ms. Huesca moved the

			<p>motion forward and Ms. Guerrero second. The votes for Ms. Castellanos to be the vice-chair person were as follows: 9 voted to approve, 0 voted against. There were no further volunteers to fulfill the position of secretary, and the secretary will be elected on the following meeting. Ms. Huesca continued the meeting as Chairperson from this point forward.</p>
<p>Approve Parent Involvement Board Policy</p>		<p>Chair</p>	<p>Mr. Padron explained the parent involvement policy, he stated that the policy was approved last year and is part of our parent-student handbook. He stated that this policy will go to the board for approval and the SSC can still suggest changes to this policy. Ms. Byerly asked if the SSC had the power to add or subtract from the policy, Ms. Wetzel explained that the SSC could make recommendation that would also go to the school board for discussion. Ms. Castellanos asked if the parent had received this policy, it was made clear that all the parents had received a copy in English and Spanish and had to returned a contract stating that they had read and agreed to the policy. Ms. Byerly asked if we could possibly add, “reading together and having your child read to you”, under helping your child succeed. Mr. Padron explained that the Policy would be more general and broad; however, he stated that this is something we could add to the handbook. Ms. Guerrero asked why volunteering hours are not mandatory. Mr. Padron explained that we couldn’t force parents to come in and volunteer because it is illegal, we can recommend but not enforce. Ms. Castellanos recommended that we have parent incentives to get parents to volunteer. Ms. Byerly and Ms. Guerrero suggested having more celebrations for parent/student of the month. Mr. Padron explained that we have already implemented this on the LCAP for the school and suggested that on our next SSC we should discuss parent involvement and ways of incentivizing parents. Ms. Byerly gave a motion to approve and Ms. Castellanos second. The Parent Involvement Policy was approved the votes were as follows: 9 votes in favor, 0 votes against.</p>
<p>Approve Parent/Student/School</p>		<p>Chair</p>	<p>The group was given a couple of minutes to review the Parent/Student/School Compact. There</p>

Compact			<p>was a motion to approve the Parent/Student/School Compact by Ms. Castellanos, Ms. Perez second the motion. The Parent/Student/School Compact was approved the votes were as follows: 9 votes in favor, 0 votes against.</p>
Approve Single School District Plan		Chair	<p>Mr. Padron began to explain the Single School District Plan. Ms. Wetzel explained that everyone is free to read the plan and take as long as needed to review the plan. Mr. Padron explained that the plan was heavily weighted on the LCAP, which was created last year, the only addition that were made is to ensure that the school is complying with the Federal government. Mr. Padron explained that the following pieces are necessary for the plan: Reading, Math, English learners, Qualified Staff, Increasing Graduation, and Title I Program; the plan should also align with the LCAP. Mr. Padron explained that the school looked at the following test scores while developing this plan: CAASPP, Lexile, ACT Aspire, CELDT, etc. These test scores told us that our funds should mainly be focused on fundamental mathematics and core reading skills. Mr. Padron explained that we already do and will continue to do the following: walkthroughs, common core instruction, Purchase/ Implement ELA Curriculum, Purchase AP Work-study books, Summer School, after school tutoring, AP Preparedness program, Summer Bridge, Give Staff the opportunity to collaborate, maintain a parent liaison, maintain the computer ratio, maintaining support classes. Mr. Padron explained that all of these goals are things, which we obtained feedback on from the LCAP. Mr. Padron explained that the third goal is for English Learners; Mr. Padron explained that this year we would have a team that will focus on EL students and determine how the school can support those students, and a student passport that would provide the teachers with data to better support the students, new ELD strategies will also be presented during Professional Development. Ms. Veliz asked when these PDs will begin, Mr. Padron stated that the first PD will be September 28, and a PD will be hosted every month and ½.</p>

			<p>A motion to approve was given by Ms. Castellanos and it was second by Ms. Byerly. The Single School District Plan was approved the votes were as followed: 9 votes to approve, 0 against.</p> <p>Mr. Padron made an addition and stated that aside from the SSC we have other parent groups in particular he highlighted the English Language Committee, which meets before the SSC. Mr. Padron stated that there was a part of the EL Plan, which that committee wanted to add, and that part was added. He gave an example where parents suggested sitting with our Alliance Middle Schools to determine what they are doing with their EL Plan so that there is a more coherent group. It was also stated that Ms. Cortez is part of the group and the EL Committee is able to make recommendation for the SSC, and the SSC will have 30 days to provide a response to those recommendations.</p>
Review school data	None	Staff	<p>Mr. Padron presented a slide which contain how Burton Tech placed in comparison to other Alliance schools in the CAASPP Test. Mr. Padron explained that in English Burton was average in comparison, and in Math Burton is average, but as a whole Alliance is only on the 30 percentile. Mr. Padron stated that as school we are doing better in writing than we are in reading. He also stated that last year we focused on Listening and Reading, and we're one of the top Alliance schools. Mr. Sanchez emphasized that we grew 5%.</p>
Budget Update	None	Staff	<p>Mr. Padron tried to connect via Google Hangouts to a person in the Home Office to further explain the school budget; however, the connection was not achieved and he had to explain the budget. Mr. Padron, explained how Title I funds are broken down and what is paid with Title I and Title II money. Ms. Veliz, asked what happens to money that is not used; Mr. Padron, stated that we have money that carries over to next year but the school must specify how that money will be used.</p>
Complaint Procedure Update	None	Staff	<p>Mr. Padron explained that the board will be naming the vice-president of operation as the person in charge of our complain process. As of</p>

			right now we try to resolve complains in the school and elevate depending on the severity of the issue. He stated that as the days go by we will have posters telling the students/staff/ and parents whom to contact in case of complaints.
Review evaluation of the 2015-16 school plan	None	Staff	Mr. Padron presented the evaluation of last years school plan. He suggested a couple of minutes to review the plan.
Unfinished Business		Chair	None at this time
Items to be considered for the next meeting		Chair	<ul style="list-style-type: none"> - Parent involvement and ways of incentivizing parents. - CAASPP Strategies for Math and English - School Board Decisions from Sep. 30, 2016 Meeting. - Preparation for the FPM.
Adjournment		Chair	<p>Before the meeting was adjourned the schedule for the SSC meetings for the year was approved. It was explained that some other meetings might be added to the schedule in case of an emergency.</p> <p>A motion to adjourn the meeting was given by Ms. Castellanos, Mr. Sanchez second the motion. The meeting was adjourned votes were as follows: 9 members voted to adjourned, 0 against.</p> <p>The meeting was adjourned 5:55 pm.</p>